

Fairfield Board of Education
Meeting Minutes
Thursday, September 20, 2018 at 7:30 P.M.
Stevenson School - Library
15 Knoll Road, Fairfield, NJ 07004

I. EXECUTIVE SESSION

BE IT RESOLVED that the Fairfield Board of Education finds it necessary to meet in Executive Session (Closed to the Public) to discuss attorney/client privileged information, which is exempt from the Open Public Meetings Act.

Introduced by: Mrs. A. Jandoli Seconded by: Mr. P. Freda
Mr. J. Didyk Aye Mr. Freda Aye
Mrs. A. Jandoli Aye Mr. B. Egan Aye
Motion Carries

II. OPEN MEETING –PUBLIC NOTICE OF MEETING

The Board reconvened from Executive Session and Mr. Egan, President, presided and voice the call to order at 7:43 p.m.

The public meeting was called to order at approximately 7:43 p.m., by Mr. Egan, Board President, by reading the following announcement to those present:

“The public has been duly informed of this meeting in accordance with Chapter 231 of the Public Laws of 1975 by posting, at least 48 hours in advance, a notice on the bulletin boards in Stevenson and Churchill Schools, a notice to the Township Clerk, and a notice to The Progress Newspaper.”

Now, please join us for the Pledge of Allegiance.

BOARD MEMBERS PRESENT: Mrs. Andrea Jandoli , Mr. Jeffrey Didyk, Mr. Pat Freda, and Mr. Brian Egan, President

BOARD MEMBER ABSENT: Mr. Robert Lombardy, Vice President

ADMINISTRATORS PRESENT: Ms. Susan Ciccotelli, Superintendent of School and Ms. Lyanna Rios, Business Administrator/
Board Secretary

PUBLIC COMMENT ON: *AGENDA ITEMS ONLY*

There were no public comments.

IV. ENROLLMENT

Grade/School	Total Students	
	6/30/18	9/14/18
Preschool	57	28 -29
K – Stevenson	87	94 +7
1 – Stevenson	77	87 +10
2 – Stevenson	108	81 -27
3 – Stevenson	89	112 +37
Churchill MD self contained	N/A	4 +4
4 – Churchill	78	92 +3
5 – Churchill	94	80 -25
6 – Churchill	104	93 -11
Total:	694	671 -23

V. PRESENTATION OF HIB INVESTIGATIONS, TRAININGS, AND PROGRAMS
DATA/EVVRS: PERIOD #2

The Fairfield Board of Education is required to present to the public the HIB Investigations, Trainings, and Program Data and EVVRS reports for period #2 (1/1/18 – 6/30/18) of the 2017-2018 school year between September 1, 2018 and December 31, 2018.

VI. PERSONNEL

A. INSTRUCTIONAL

1. Detention Supervisor

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Michael Cardillo as Detention Supervisor at Churchill School, on an as needed basis, for a maximum of 2 hours per week, 1 hour each session, for the 2018-2019 school year at the student contact hourly rate of \$61.85, per contract.

2. Home Instructor

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Lisa MacIntosh as Home Instructor for the 2018-2019 school year, on an as needed basis, at the student contact hourly rate of \$61.85, per contract.

3. Teacher in Charge

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Michael Cardillo as Teacher in Charge at Churchill School for the 2018-2019 school year at a stipend of \$3,515.78.

4. Movement on Guide

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Catherine Prall for movement on the guide from MA, Step 14 to MA+15, Step 14, retroactive to September 1, 2018. The revised salary shall be \$76,936. All required paperwork to verify credits earned has been received.

B. ADVISOR APPROVALS 2018-2019

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following club advisors for the 2018-2019 school year at the stipend per contract, for a minimum of 15 sessions per year. Split positions will divide stipend evenly.

Club	Churchill	Stevenson
Art Club	Tracey Farrell	Tracey Farrell TBD
Gardening Club	Jaime Chavkin	N/A
Communication/Media Club	Jim Verrengia	Andrea Goldsmith
Writing Club	Joanne Rhodes	N/A
Yearbook Club	Jaime Chavkin	N/A
Jazz Café	Mike Cardillo	N/A
Coding/Computer Tech Club	Jennifer Valenti	N/A
Drama Club Director	Amy Guerriero	N/A
Music Dir. for Drama Club	Jennifer Sisco	N/A
Homework Club K-6	Donna Gualtieri Tatiana Matyola Daniela Colon	Donna Lizza Vanessa Mayer Cheryl Malinski Addie Fasulo TBD
Student Council	Lisa MacIntosh	Nicole Messina

C. NON-INSTRUCTIONAL

Change in Assignment/Transfer

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Anna Maria Karch as a playground/cafeteria/office aide for 3 hours per day and approve transfer to Churchill School, at her current rate of \$10.71 per hour, effective September 21, 2018.

D. SUBSTITUTES

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Adrina Quadrel, Paraprofessional Aide at Churchill school, as a teacher substitute, on an as needed basis, effective as of September 21, 2018.

Mrs. Jandoli asked for clarification on the recommended motion for Home Instructor. Ms. Ciccotelli explained the need for position.

All Personnel Recommendations:

Introduced by: Mr. P. Freda Seconded by: Mrs. A. Jandoli

Mr. J. Didyk Aye Mr. P. Freda Aye

Mrs. Jandoli Aye Mr. B. Egan Aye

Motion Carries

VII. POLICY

A. SECOND READING AND APPROVAL OF POLICIES/REGULATIONS

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the second reading and approval of the following Policy/Regulation revisions:

P&R 1613	Disclosure and Review of Applicant’s Employment History (M)	New
P 5512	Harassment, Intimidation, and Bullying (HIB) (M)	Revised
R 5512	Harassment, Intimidation, and Bullying (HIB)	Abolished
P&R 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M)	Revised

Policy Recommendation:

Introduced by: Mrs. A. Jandoli Seconded by: Mr. J. Didyk

Mr. J. Didyk Aye Mr. P. Freda Aye

Mrs. A. Jandoli Aye Mr. B. Egan Aye

Motion Carries

VIII. CURRICULUM/PROGRAM

B. EVALUATION TOOL REVISION

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the Stronge Evaluation Model to evaluate Directors, Supervisors, Coordinators, and Principals for the 2018-2019 school year, instead of the NJ Principal Evaluation for Professional Learning Observation Instrument approved on the June agenda.

C. GOOD NEWS

Churchill School

- The fourth grade is excited to start their next adventure at Churchill. Students have been enjoying the new school and love being Churchill Bulldogs. Back to School Night was a huge success. Fourth graders have been exploring place value in math and can't wait to see what comes next. They also learned about different types of energy, including kinetic and potential, by using cups to code and see how energy was involved. Movement and motion were incorporated throughout this lesson.
- Fifth grade science students were extremely excited to conduct their first of many STEAM experiments.
- The 6th grade students are getting into the swing of "middle school" by mastering their lockers, learning the rhythm of changing classes every period, and getting to know each other and all of their teachers. This group of students are already showing everyone that they are ready to be the leaders of Churchill!

Stevenson School

- Kindergarten is off to a great start! The children have been busy learning about their new school and daily routines. They were very excited to complete the annual Back To School Night project, which is always a huge hit with the parents. The students made self-portraits and brought in a favorite t-shirt to decorate their table seats. A highlight the following morning was reading aloud the notes that the parents left behind.

- First graders have learned the school rules and expectations of Stevenson School and discussed "The Golden Rule," while reading through the NEW Social Studies program. The phonics program, Foundations, is off to a great start as well, with the students practicing their letters, sounds, and letter formation. In writing, the students are composing sentences with proper capitalization and punctuation.
- Second graders have been eagerly learning their new classroom routines. They have created Acrostic name poems and several "All About Me" activities. Each child brought in a "Me" bag filled with pictures and objects that describe them. The students are having fun getting to know one another and are off to a great start this year!
- Third grade students started the year with an author study of Kate DiCamillo and are already more than halfway through their first novel, The Miraculous Journey of Edward Tulane. Students are learning lots of literary techniques and are loving going on a journey with their friend, Edward. To begin their writing this year, students are decorating their writing journal with pictures of family and friends and things that are of interest to them. We all hope this will motivate our young writers to do some amazing writing this year. Looking forward to a great year.

D. WORKSHOP APPROVALS

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves attendance at the following workshops and also approves the reimbursement of registration and/or mileage, expenses, which are to be reimbursed pending completion of the workshops and submission of the travel reports. *Lodging and meals included, if applicable.

Staff	Workshop	Date	Place	*Estimated Cost
Ray Santana	FEA/NJPSA/NJASCO	10/18 & 19, 2018	Monroe	\$292
Lyanna Rios Pat Freda John Porcino Brian Egan	NJSBA Convention	10/22-25, 2018	Atlantic City	\$2,200 total
Amy Guerriero	Wilson WRS 4 th Edition Institute	10/16&17, 2018	Saddlebrook	\$449
D. Gualtieri	NJ Science Convention	10/23/18	Princeton	\$175

All Curriculum and Program Recommendations:

Introduced by: Mrs. Jandoli Seconded by: Mr. J. Didyk
Mr. J. Didyk Aye Mr. P. Freda Aye
Mrs. A. Jandoli Aye Mr. B. Egan Aye
Motion Carries

IX. FINANCE

- A. MINUTES APPROVAL Attachment **A**

BE IT RESOLVED that “the following minutes be approved” from the August 28, 2018 Public & Executive Sessions.

- B. BILLS/CLAIMS/PAYROLLS Attachment **B**

BE IT RESOLVED “to approve the following Bills and Claims Lists and Payrolls”:

Bills and Claims List	\$489,374.26
August 30, 2018 Payroll	\$75,767.56
September 7, 2018 Payroll	\$353,721.35

- C. BUILDING USE APPLICATIONS

BE IT RESOLVED to approve the following Building Use Applications:

Organization or Group/Location/Purpose	Date and Time Slot
Fairfield Recreation: Churchill Big Gym for Men’s Basketball	Fridays 9/14/18-11/16/18 7:00 PM – 9:00 PM
Fairfield Recreation: Stevenson Gym for Men’s Basketball	Fridays 11/30/18-5/3/19 7:00 PM – 9:00 PM
Fairfield Recreation: Churchill Big Gym for Cheer Practice	Thursdays 9/10/18-11/16/18 3:30 PM – 5:00 PM
Fairfield Recreation: Churchill Big Gym for Cheer Practice	Mondays 9/10/18-11/16/18 3:30 PM – 4:30 PM
Fairfield Recreation: Stevenson Gym for Cheer Practice	Wednesdays, 9/10/18 -11/16/18 3:30 PM – 4:30 PM

Organization or Group/Location/Purpose	Date and Time Slot
Fairfield Recreation: Stevenson Gym for Cheer Practice	Fridays 9/10/18-11/16/18 3:30 PM – 4:30 PM
Fairfield Recreation: Churchill Main Field for Baseball Practice	Wednesdays & Fridays Sept-Oct 2018 4:30 PM -7:30 PM
West Essex Diamond Club: Churchill Fields for Softball	Mon., Tues., and Thurs. 9/4/18-10/29/18 5:00 PM-7:00 PM
CG Flag Football League: Stevenson Field for Youth Flag Football	Saturdays 9/15/18-11/10/18 9:00 AM – 12:00 PM

D. SCHOOL DEVELOPMENT AUTHORITY AND PROJECT COMPLETION

BE IT RESOLVED that the Fairfield Board of Education, having previously approved resolutions authorizing execution and delivery of grant agreements to the New Jersey Development Authority for the following DOE Projects:

1465-005-10-1001 Adlai E. Stevenson Lavatory Renovations:
Grant Amount: \$70,368.38, Received May 7, 2018.

1465-030-10-1004 Winston Churchill Lavatory Renovations:
Grant Amount \$70,700, Received May 7, 2018.

1465-005-09-1001 Adlai E. Stevenson Re-roofing and Re-flashing on entire building:
Grant Amount \$352,600, Received September 22, 2011.

Having received SDA funding for the above projects, the Fairfield Board of Education authorizes the Business Administrator/Board Secretary to close out said projects and send remaining funds in the amount of \$131,984 to capital reserve.

E. SPECIAL EDUCATION TUITION CONTRACT

BE IT RESOLVED that the Fairfield Board of Education approves a 2018-19 Special Education Tuition Contract with Cedar Grove Board of Education to receive the following student for the 2018-2019 school year:

One (1) Special Education (MD Program) SID #2027863 at a tuition rate of \$48,018 including additional costs for Speech-Language Therapy, Occupational Therapy and a Personal Aide.

F. EMPLOYEE DENTAL BENEFITS PLAN – DELTA DENTAL

WHEREAS, The Fairfield Board of Education has determined that it requires a contract for the provision of dental insurance coverage services in order to fulfill its contractual obligations to its employees for the period of July 1, 2018 through June 30, 2019; and

WHEREAS, The purchase of such services is not subject to public bidding per N.J.S.A. 18A:18A-5 (a) (10) provided that the Board adhere to the requirements of the award of a contract in the nature of extraordinary unspecifiable services; and

WHEREAS, The existing contract, which covers the period of July 1, 2017 through June 30, 2018 expired; and

NOW THEREFORE BE IT RESOLVED, that the Fairfield Board of Education, upon the recommendation of the Superintendent and the School Business Administrator, enters into an agreement with Delta Dental to renew the existing plan for the period of July 1, 2018 to June 30, 2019 at the following monthly rates:

	PPO/Premier
Single	\$40
Parent/Children	\$76
Husband/Wife	\$83
Family	\$124

BE IT FURTHER RESOLVED, that the Board’s School Business Administrator is authorized to execute the Agreement with Delta Dental on behalf of the Fairfield Board of Education.

Business Resolution Items A, B, C, D, E, F, and Addendum G

Introduced by: Mr. P. Freda Seconded by: Mrs. A. Jandoli
Mr. J. Didyk Aye Mr. P. Freda Aye
Mrs. A. Jandoli Aye Mr. B. Egan Aye
Motion Carries

Business Resolution Items Addendum G

Introduced by: Mr. P. Freda Seconded by: Mr. J. Didyk
Mr. J. Didyk Aye Mr. P. Freda Aye
Mrs. A. Jandoli Aye Mr. B. Egan Aye
Motion Carries

X. COMMITTEE REPORTS

There were no committee reports.

XI. OLD BUSINESS

Mr. Egan asked when student presentations will begin. Ms. Ciccotelli stated that the presentation will begin in November.

XII. NEW BUSINESS

There was no new business.

XIII. PUBLIC COMMENT II ON: *AGENDA & NON-AGENDA ITEMS*

Ms. Hanlon commented on how smoothly transportation has been, she also stated that the buses overall are arriving earlier. Ms. Hanlon also inquired about the playground equipment for Stevenson. Ms. Ciccotelli explained that the playground equipment is expected to arrive in 3-5 weeks. She also asked if Churchill will be getting playground equipment. Ms. Ciccotelli stated that Churchill will not be getting playground equipment.

XIV. NEXT MEETING:

BE IT RESOLVED that the next meeting will be held on October 16, 2018 at 7:30 PM in the Stevenson School Library.

XV. ADJOURNMENT:

There being no further business before the Board, the meeting adjourned.

Introduced by: Mr. J. Didyk Seconded by: Mr. P. Freda

Mr. J. Didyk Aye Mr. Freda Aye

Mrs. A. Jandoli Aye Mr. B. Egan Aye

Motion Carries