

Fairfield Board Of Education

Meeting Minutes

Tuesday, March 22, 2016 – 7:00 PM

Stevenson School - Library

15 Knoll Road, Fairfield, NJ 07004

The meeting will be called to order at approximately 7:05 p.m., by Mr. Pasquale Freda, 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.”

The Pledge of Allegiance was then held.

BOARD MEMBERS PRESENT: Mr. Brian Egan, Mrs. Andrea Jandoli, Vice President, and Mr. Pasquale Freda, President.

BOARD MEMBERS ABSENT: Mrs. Stacy Aschenbach and Mr. Robert Lombardy

ADMINISTRATION PRESENT: Ms. Susan Ciccotelli, Superintendent of Schools
Mr. Dan Saragnese, Interim Business Administrator/
Board Secretary.

PUBLIC & STAFF PRESENT: 5 Members of the Staff & Public

1. PUBLIC COMMENT I ON: *AGENDA ITEMS ONLY*

There were none at this time.

I. PUPIL

A. ENROLLMENT March 22, 2016 Board Meeting

Grade/School	Total Students 6/30/15 (Spec. Ed. Incl.)	Total Students 3/18/16 (Spec. Ed. Incl.)
Preschool D & I & MD	30	28
K – Stevenson	77	102
1 – Stevenson	66	76
2 – Stevenson	86	70
3 – Stevenson	92	86
4 – Churchill	89	97
5 – Churchill	98	91
6 – Churchill	95	100
Total:	633	650
Out of District 5	#342, #366, #367, #412, #414	

II. PERSONNEL

A. INSTRUCTIONAL

1. Maternity Leave of Absence Request

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve a Maternity Leave of Absence for Danielle Malinowski. Her due date is June 9, 2016. Mrs. Malinowski is requesting to use 22 sick days from May 9, 2016 through June 8, 2016 and 10 days after from June 10, 2016 through June 23, 2016. Mrs. Malinowski plans on returning in September 2016.

B. SUBSTITUTES

Recommended Motion: that the Fairfield Board of Education approve Carmela Butler (currently an aide sub) and Rita Schubach (Employee PG/C aide) as secretarial substitutes for the 2015-2016 school year, effective March 23, 2016, all documentation is on file.

Personnel Recommendations:

Introduced by: Mr. Egan
Mr. Egan: Aye
Mr. Freda: Aye

Seconded by: Mrs. Jandoli
Mrs. Jandoli: Aye
Resolution Carried.

III. CURRICULUM/PROGRAM

A. GOOD NEWS

Stevenson School

- The kindergarten children are learning about the weather and why predicting it is important. They listened to informational text to build their knowledge about various types of weather and how the forecast of good or bad weather can impact daily lives. Students wrote and presented their own weather forecasts in class. They were excited to step up in the roll of meteorologists and share their reports.
- The first graders wrapped up their Ready Gen unit titled, "Planting for the Future". Students learned about the significance of Arbor Day and family traditions. From this, students created a narrative story about a family tradition. Students focused on character development and a beginning, middle, and end. Lastly, the first graders have been working hard on Raz-Kids (Reading) and IXL (Math) both at home and in school.

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- Second grade students completed a research project on turtles and beavers. This was a cross curricular project with Language Arts, Computers and Science. They read, Turtles Race with Beaver, in LA, studied animal habitats in science, and completed their final piece in computers with Mrs. Perrone. The projects are displayed in the second grade wing. The grade level has also increased their use of Google Classroom for homework assignments each week. Second grade students visited Morristown Theater to see Charlotte's Web. The students viewed the movie prior and were asked to compare and contrast the similarities and differences between the two.
- Third grade students are very busy working on Google classroom questions that are infused into the curriculum. Students are able to complete assignments, answer questions, and post comments either at home or at school. The exciting part is that, at times, the students will be able to view each other's responses.
- Third grade students have also published a narrative writing piece. Students began the school year by reading the novel, *Because of Winn Dixie* by Kate DiCamillo. Students recently wrote a continuation of the story from a different character's point of view. Students incorporated all the figurative language writing elements they have learned so far this year. Stories are on display in the red hallway, come, and take a peek!
- The fourth grade Language Arts teachers recently observed the third grade Language Arts lessons and subsequently articulated on curriculum, instruction, and technology.
- Please check Dr. Trabucco's website <https://sites.google.com/a/fpsk6.org/dr-trabucco-prin/> for more updates and information.

Churchill School

- On March 15, Mr. Smatla, Officer Lou, and Officer Chris met with all students at Churchill to discuss good citizenship on the school bus.
- Students at Churchill had their annual "Career Day" event on March 15. Over two dozen professionals from various fields visited the school and presented sessions relating to their chosen careers and professions.
- On March 2, students at Winston S. Churchill School in Fairfield, participated in a school-wide reading experience, called "Read Across Churchill School", to celebrate Dr. Suess' birthday and the national event known as "Read Across America" Day. The students at Churchill read self-selected books quietly for 25 minutes in the halls of the school. As they read, the school was completely silent, except for very soft ambient music that played over the P.A. system.

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- Students at Churchill learned about resolving conflicts using the Win/Win Guidelines during Ms. Crescibene's guidance lessons.
- Students in the Churchill Library are reading from their favorite GENRE. The most popular genres are Fantasy, Mystery, and Adventure Fiction, and World War II (both Historical Fiction and Non-Fiction).
- The Churchill School sixth grade Student Council representatives attended the United Way Youth Empowerment Student Summit on March 16. The students had the opportunity to meet and listen to keynote speaker, Jonathan Catherman, and each received their own copy of the international best seller, The 7 Habits of Highly Effective Teens. The students met other middle school leaders and participated in breakout sessions where students focused on leadership in the schools and community. It was an exciting and educational day for all.
- Ms. Ferrito's students participated in the Essex County Bar Association Disability Awareness Essay Contest. Since the theme for this marking period is overcoming obstacles, the students researched and wrote about a famous person who had or has a disability, described his/her achievements, how he/she dealt with the disability, and what the student admired most about this person. The students loved participating in the contest, and it was a great tie in with the curriculum!
- Fourth Grade Students' depth of understanding of place-value was extremely enriched by creating a physical model of the place-value chart up to the 100,000s, and sharing it with other 4th and 5th grade classes.

B. Professional Development Workshop Approval

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve attendance at the following workshops and also approve the reimbursement, of registration and/or mileage, etc expenses to be made, pending completion of the workshops and submission of the travel reports.

Staff	Workshop	Date	Place	Regis./Lodging
Ciccotelli, S.	NJASA Conference	5/11-13, 2016	Atlantic City, NJ	\$525 Regist. \$238 Lodging
Mulvaney, J. Perrone, J. Suppa, M.	Google Bootcamp Level 1	5/10/16	Roseland, NJ	\$199 per person

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C. 2016 Summer Extended School Year Approval

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the Summer 2016 program outline, which delineates staff positions and transportation required for the extended school year. The Summer Program will run from July 6, 2016 through August 11, 2016. Rates are for 2015-2016 and are pending new contract.

OUTSIDE CONTRACTED SERVICES	Staff needed	# days per person	# Hours per day	Total hours	Hourly Rate	Estimated Cost	
Physical Therapist	1	22	.5	11	\$75.00	\$825.00	
Total outside vendor						\$825.00	
IN-HOUSE STAFF SERVICES							
Speech Therapist	1	22	2	44	\$60.63	\$2,667.72	
Occupational Therapist	1	22	2.5	55	\$60.63	\$3,334.65	
Primary MD Teacher	1	22	4.5	99	\$60.63	\$6,002.37	
Primary LLD Teachers	2	22	4.5	198	\$60.63	\$12,004.74	
School Nurse/ LLD Aide	1	22	4	88	\$60.63	\$5,335.44	
Aides (MD/LLD)	5	22	4	440	\$15.00	\$6,600.00	
Substitute Teachers/Nurse	As Needed				\$60.63	*adjusted	
Substitute Aides	As Needed				\$15.00	*adjusted	
Total all of above						TOTAL \$36,769.92	
CHILD STUDY TEAM							
Learning Consultant	1	Not to exceed 28 total hours for the summer for all 4 providers.				Not to Exceed \$6,800 Total Cost	
School Psychologist	1						
Speech Ther.(Mtgs./Evals)	1						In addition to Speech above a
Occ. Ther. (Mtgs./Evals)	1						In addition to O.T. above.
Total of above						\$43,419.92	
TRANSPORTATION		Not to exceed 24 Students				\$4,840.00	
Total w/Transportation						\$48,259.92	

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D. Annual Written Curriculum and Textbook Approval

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve/reapprove all current written curriculum, including specials (i.e. art, music, computers, physical education), for the 2016-2017 school year, and additionally approve all current textbooks for students, including mandated programs, specified in code, for 2016-2017, as per N.J.A.C., as required each year. Revisions and/or Updates to individual curriculum will be presented for approval as they are completed, to meet the 5 year curriculum update requirement.

Curriculum/Program Recommendations:

Introduced by: Mrs. Jandoli	Seconded by: Mr. Egan
Mr. Egan: Aye	Mrs. Jandoli: Aye
Mr. Freda: Aye	Resolution Carried.

A. BE IT RESOLVED “that the following minutes be approved:”

February 23, 2016 Public and Executive Sessions

B. BE IT RESOLVED “to approve the following attached Bills and Claims Lists and Payrolls:

B&C List: February 24-March 21	\$182,773.25
B&C List: March 22	\$104,865.30
Payroll: February 29	\$326,707.04
Payroll: March 15	\$347,256.20

C. BE IT RESOLVED “to approve and accept the Board Secretary’s Financial Report for the months of September 2015 through February 2016.

D. BE IT RESOLVED “to approve and accept the budgetary transfer report for the month of February 2016.

E. BE IT RESOLVED “to approve the following Building Use Applications:”

Fairfield Recreation	March 15, 2016
Stevenson Computer Lab	430pm to 7pm
Concussion Screening	

Fairfield HSA	May 17, 2016
Stevenson Gymnasium	6pm-9pm
Family Fun Night-Brain Show	

West Essex Baseball Camp	June 27, 2016 through June 30, 2016
Churchill Baseball Fields (2)	9am-1pm
Fee: \$175 per day	

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F. BE IT RESOLVED “to approve the following”

Finance Committee met with the Superintendent and Business Administrator and reviewed the Tentative Budget. As such, the Finance Committee hereby recommends to the full Board adoption of the Tentative Budget for the 2016-17 School Year and to approve submission of it to the Essex County Superintendent for his review, by passing the following resolution:

ADOPTION OF TENTATIVE 2016-17 SCHOOL BUDGET

BE IT RESOLVED “to adopt, based upon the review and recommendation of the Finance Committee, a tentative 2016-17 School Budget as described below and authorize the administration to submit it for review and approval by the Essex County Executive Superintendent of Schools:

BE IT RESOLVED that the Board approve and adopt a Preliminary 2016-17 School Budget in the amount of \$11,294,972 for the General Fund (Current Operating Expenses), \$161,337 for the Special Revenue Fund (Federal & State Grants), and \$141,773 for the Debt Service Fund and

BE IT FURTHER RESOLVED that there should be raised for the General Fund \$10,708,159 through local taxation to support the Current Operating Expense Budget and \$141,772 through local taxation to support the Debt Service Fund for the 2016-17 School Year and to authorize the administration to submit same to the Essex County Executive Superintendent of Schools for review and approval, and

BE IT FURTHER RESOLVED that the Current Expense Operating Budget contains budgeted surplus (fund balance) from the June 30, 2015 audit of \$34,431, and that the general fund tax levy include \$10,421 of Banked Cap, which will be utilized to support school security improvement projects to be completed in FY 2016-2017.

BE IT FURTHER RESOLVED that the Current Expense Operating Budget includes \$11,560 for maximum travel expenditures in accordance with NJ 6A:23A-7.1.

Business Resolution Items A, B, C, D, E, F:

Introduced by: Mr. Egan
Mr. Egan: Aye
Mr. Freda: Aye

Seconded by: Mrs. Jandoli
Mrs. Jandoli: Aye
Resolution Carried.

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5. COMMITTEE REPORTS

Mr. Egan reported that the negotiations committee met with the FEA on March 16th. Progress was made, and several items were agreed upon. Further proposals were exchanged.

Mrs. Jandoli reported that the Personnel Committee met with the Superintendent and school administrators to review tenure and non-tenured staff evaluations on March 7th.

6. OLD BUSINESS

There is no old business.

7. NEW BUSINESS

There is no new business.

8. PUBLIC COMMENT II ON: AGENDA & NON-AGENDA ITEMS

There are no public comments.

9. NEXT MEETING:

Tuesday April 26, 2016 at 7:00 PM in the Library of Stevenson School.

10. EXECUTIVE SESSION 7:30pm:

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: Mr. Egan

Seconded by: Mrs. Jandoli

Voice Vote: All Ayes

13. ADJOURNMENT 9:00pm:

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

Introduced by: Mrs. Jandoli

Seconded by: Mr. Egan

Voice Vote: All Ayes

Respectfully submitted,

Mr. Dan Saragnese
Interim Business Administrator/
Board Secretary

