

Fairfield Board of Education
Meeting Minutes
Tuesday, December 17, 2019 - Gymnasium
15 Knoll Road, Fairfield, NJ 07004

Attachment C

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: Mr. Egan

Seconded by: Mrs. Jandoli

Mr. Egan Aye Dr. Sapienza Aye Mrs. Andrea Jandoli Aye

Mr. Didyk Aye Mr. Freda Aye

Motion Carries

II. OPEN MEETING –PUBLIC NOTICE OF MEETING

Mr. Freda, President, presided and voice the call to order at 7:33 p.m. 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: Mr. Brian Egan, Mrs. Andrea Jandoli, Dr. Michael Sapienza, Mr. Jeffrey Didyk, Vice-President and Mr. Pat Freda, President

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

III. PUBLIC COMMENT ON: *AGENDA ITEMS ONLY*

None

S.T.E.A.M. PRESENTATION BY STUDENTS OF JEN RUSSO-DE SORDI AND JEN VALENTI

A short recess was taken at 7:52 p.m. The meeting reconvened at 7:56 p.m.

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IV. ENROLLMENT

Grade/School	Total Students 9/1/19	Total Students 12/13/19	
S.E. Home Prog.	1	1	0
Preschool	32	37	+5
K – Stevenson	98	102	+4
1 – Stevenson	92	93	+1
2 – Stevenson	88	90	+2
3 – Stevenson	83	79	-4
4 – Churchill	113	116	+3
5 – Churchill	92	95	+3
6 – Churchill	82	80	-2
Total:	681	693	+12

V. PERSONNEL

A. Instructional

1. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Alexandra Zigouras as a tenure track Speech Teacher for the district at a pro-rated salary based on M.A. Step 10 on the teachers’ salary guide. Ms. Zigouras will start approximately January 13, 2020, pending receipt of all required documentation.
2. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves a Maternity Leave of Absence for Mrs. Nazarian, whose due date is March 18, 2020. Mrs. Nazarian will use 7 sick days from Monday, March 9, 2020 through Tuesday, March 17, 2020. She will use 16 sick days after the due date from Thursday March 19, 2020 through April 9, 2020. She has requested to use the 6 week NJ Temporary Disability Leave Act provisions and a portion of the 12 week provisions of the Family Leave Act from Monday, April 20, 2020 to the end of the school year. Mrs. Nazarian plans to return to work for the 2020-2021 school year.

B. Non-Instructional

1. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Mary Ummak as a Paraprofessional at \$17.54 per hour, effective approximately January 2, 2020.

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C. Substitute Employment

1. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following fully qualified substitutes for the 2019-2020 school year, pending receipt of all required documentation.

- Mary Ummak Teacher Substitute (Employee aide hired above)
- Denise Tedford Teacher/Aide

All Personnel Recommendations:

Introduced by: Mr. Didyk

Seconded by: Dr. Sapienza

Mr. Egan Aye Dr. Sapienza Aye Mrs. Andrea Jandoli Aye

Mr. Didyk Aye Mr. Freda Aye

Motion Carries

VI. CURRICULUM/PROGRAM

A. Workshop Approval

BE IT RESOLVED 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	*Registration
Tirrell, C.	Strategies to Increase Learning	1/30/20	\$279
Dickson, J.	Fractions Part II	1/7/20	\$160
Fitzpatrick, L.	What's New in Children's Literature/Strategies	3/27/20	\$279 Title I

B. Uniform Memorandum of Agreement

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the submission of the (1) Uniform Memorandum of Agreement Revisions signature page for 2019-2020 (there were no revisions to this year's MOA), (2) School Critical Incident Drills and (3) Memorandum of Understanding Regarding Live Streaming-Essex County signature pages, required by the NJ Department of Education by January 17, 2020.

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C. Field Trip Approval

Attachment A

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves that the Raritan Valley Community College Planetarium be added to the approved field trip listing for the 2019-2020 school year.

D. Good News

Stevenson

- Kindergarten students performed their Thanksgiving play and learned all about pilgrims and Native Americans. Students have been learning about force and motion in Science. During Science lessons, students have constructed ramps, slides, swings and tops to learn about how objects move. Students are currently learning about holidays around the world and discussing family traditions. Students continue to work hard learning all their letters and sounds, and they are sounding out words when writing. Kindergarten is looking forward to the new year!
- It's Polar Express in first grade! First grade students can't wait to get their ticket onto the Polar Express. The grade level will read the book, and enjoy the movie and a snack. Check out the math fact snow globes hanging in the halls.
- December has been a busy month in second grade! Students read the story, *Snowmen at Night*, by Caralyn Buehner and imagined what their own snowmen might do. They then wrote about their ideas and decorated a snowman to go with their paragraphs! Students are also learning all about different holidays around the world that are celebrated at this time of year. They also created a flip book describing their New Year's resolutions. They are really growing as readers and writers!
- During the months of November and December, third grade students have learned a lot about cultures around the world. Students in third grade completed a culminating activity that reflected upon their own traditions and cultures and allowed for students in class to expand their knowledge of holidays around the world. Students learned from and supported each other through this project. Traditions projects will be on display outside of the classrooms for the holiday season.

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- The Student Council is working on many projects to help bring joy to others during the holiday season. The students have collected toys to be donated to children in need. The Toys for Tots collection serves to collect new unwrapped toys for children of all ages. The Student Council is excited to see the growing pile of gift donations each day. In addition to helping children during the holidays, they are also helping senior citizens. The students each created two cards to be sent to assisted living homes and health centers. The cards include well wishes with the hope to bring smiles to the recipients during the holidays. The creative and colorful cards are sure to please! Students love bringing a smile and warm thoughts to people of all ages during the holiday season. Happy holidays to all!

Churchill

- The fourth grade is enjoying the novel, *From the Mixed up Files of Mrs. Basil E. Frankweiler*. In the novel, two siblings find refuge in the Metropolitan Museum of Art and try to uncover the mystery of the newly acquired statue, the angel. Through the frame of the novel, the students are studying story elements, characterization, point of view and theme. Upon completion, the classes will compare and contrast the novel to the classic film, *The Hidden*.
- The latest writing unit has fourth grade students focusing on a specific author, Cynthia Rylant. Through the author study, students are able to examine numerous mentor texts written by the author and attempt the strategies the author used to duplicate in their writing. The unit will culminate with the students writing their own autobiographies.
- In math, the fourth graders continue focusing on the multiplication of large numbers. They have learned multiple methods including partial products, the area model, and the traditional algorithm.
- The fourth grade science unit has students exploring the multifaceted planet, Earth. The students are learning about the layers of Earth and how the various landforms were created. Some of the investigations include making models of the Earth and even creating “rocks” out of crayon shavings.
- The fifth graders are excited and generous charitable givers. They have embraced all of the opportunities the schools have provided in the spirit of giving this and last month. Currently, students are motivated and inspired to donate to the food pantry in order to do their part to help solve hunger in our country.

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- The sixth grade social studies students are traveling back to the beginning of time. Students are writing essays, deciding which is the most important invention from the Mesopotamian population to present day civilization. They are debating between the wheel, cuneiform and irrigation. The varied opinions and discussions have really made them think. Students will be creating some inventions of their own and deciding what they could not live without. They will try to imagine what populations in the future will need and how they can help them survive. Next, they will move on to Egypt and the mighty Nile River.
- The Churchill Safety Patrollers are now on duty. Forty-four students in grades 4-6 have been trained by Mr. DeMarco, Mrs. Nazarian, and Mrs. Kirk to provide alternative suggestions to monitor unsafe behaviors. They will also work to mediate conflicts during lunch and recess, while on the bus and in the hallways. The Safety Patrollers follow a schedule and carry out their jobs by setting positive examples and being role models for all of the students at Churchill School. The program is off to a great start and everyone is proud of the patrollers as they step up as school leaders and show responsibility.

All Curriculum/Program Recommendations:

Introduced by: Mr. Egan

Seconded by: Mrs. Jandoli

Mr. Egan Aye Dr. Sapienza Aye Mrs. Andrea Jandoli Aye
Mr. Didyk Aye Mr. Freda Aye

Motion Carries

VII. POLICY

A. Policy: Second Reading

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the second reading and adoption of revised Policy #8442, Reporting Accidents. First reading was approved at the November 2019 meeting.

B. Policy: First Reading

Attachment B

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the first reading of revised Policy #0151, Organization Meeting.

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Policy Recommendations:

Introduced by: Mr. Egan **Seconded by: Mrs. Jandoli**
Mr. Egan Aye Dr. Sapienza Aye Mrs. Andrea Jandoli Aye
Mr. Didyk Aye Mr. Freda Aye
Motion Carries

VIII. PUPILS

A. Out of District Placement

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the placement of student, Case #418 at the Windsor Learning Center, in Pompton Lakes, retroactively from December 2, 2019 through the end of the school year and attendance at the Extended School Year Session (TBD), at \$320 per day. In addition approves Baraka Transit, LLC for transportation, including an aide, at \$209 per day, to meet IEP requirements.

Pupils Recommendations:

Introduced by: Mr. Egan **Seconded by: Mrs. Jandoli**
Mr. Egan Aye Dr. Sapienza Aye Mrs. Andrea Jandoli Aye
Mr. Didyk Aye Mr. Freda Aye
Motion Carries

IX. BUSINESS/FINANCE OFFICE RESOLUTIONS

A. Minutes Approval

Attachment C

BE IT RESOLVED that the Fairfield Board of Education approves the attached minutes from the November 20, 2019 Public & Executive Sessions.

B. Bills/Claims/Payrolls

Attachment D

BE IT RESOLVED that the Fairfield Board of Education approves the following Bills and Claims List, and Payroll:

Bills and Claims List	\$813,258.41
November 27, 2019 Payroll	\$361,337.57
December 15, 2019 Payroll	\$328,529.01

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C. Transfer of Funds

Attachment E

BE IT RESOLVED that the Fairfield Board of Education authorizes the transfers in the 2019-2020 budget, per details of the Transfers Report for November 2019, per state law, for the 2019-2020 school year.

D. Secretary/Treasurer Report

BE IT RESOLVED that the Fairfield Board of Education acknowledges and accepts the report of the Board Secretary and Treasurer of School Monies for the period of November 1, 2019 through November 30, 2019.

I hereby certify that for the period of November 2019 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-16.10(a).



Lyanna Rios
Business Administrator/Board Secretary

Pursuant to N.J.A.C.6A:23A-16.10(c)(4), the Fairfield Board of Education hereby certifies that as of November 30, 2019 after review of the Secretary's monthly financial report for November 2019 (appropriations section), and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(a) and those sufficient funds are available to meet the district's financial obligations.

E. Building Use Applications

BE IT RESOLVED that the Fairfield Board of Education approves the following Building Use Applications:

Organization Group/Location/Purpose	Date and Time Slot
Fairfield Recreation Youth Basketball: Churchill Small and Large Gym	Saturday, November 23 and December 7 -21, 2019 9am - 1pm
Fairfield Recreation Youth Basketball: Stevenson Gym, Churchill Small and Large Gym	Monday - Friday, November 11, 2019 - March 27, 2020 5pm - 9:30 pm
Kidding Around Yoga with Kelly: Stevenson Library	Thursday, January 16, 2020 - March 5, 2020 3:30 pm - 4:30 pm

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F. Funds Received Through Sale of Surplus Property

BE IT RESOLVED that the Fairfield Board of Education accepts a check in the amount of \$1,434.50 from GovDeals which represents payment for 78 Dell Latitude 2110 NetBooks approved on August 27, 2019.

G. ESEA 2019-2020 Carryover

BE IT RESOLVED that the Fairfield Board of Education approves the submission of the ESEA 2019-2020 Consolidated Grant Amendment No 1 to the NJ Department of Education as follows:

ESEA 2019-2020 Carryover	
Title I:	\$43,857
Title II:	\$11,757
Title IV:	\$20,000

H. IDEA 2019-2020 Carryover

BE IT RESOLVED that the Fairfield Board of Education approves the submission of the IDEA 2019-2020 Consolidated Grant Amendment No 1 to the NJ Department of Education as follows:

IDEA 2019-2020 Carryover	
Basic:	\$158,604
Preschool:	\$10,648

I. ABA-Therapist

BE IT RESOLVED that the Fairfield Board of Education approves the following as ABA Therapist for the remainder of the 2019-2020 school year:

Provider	Services	Rate
Shanthi Attreya	ABA Therapy	\$40.00 per hour

J. HIB Confirmation

BE IT RESOLVED the the Fairfield Board of Education confirms the findings in regard to HIB case CH #1 19-20 reported at the November Board of Education meeting, executive session.

Business/Finance Office Resolutions Items A-J

Introduced by: Mr. Egan

Seconded by: Mr. Didyk

Mr. Egan Aye Dr. Sapienza Aye Mrs. Andrea Jandoli Aye

Mr. Didyk Aye Mr. Freda Aye

Motion Carries

X. OLD BUSINESS

None

XI. NEW BUSINESS

None

XII. COMMITTEE REPORTS

Mr. Egan commented on the December 9, 2019 Buildings & Grounds committee meeting. He explained that the survey results are being analyzed and used by the architect along with the administration to draft plans for committee review. He also explained that Ms. Ciccotelli is actively working with the administrative team to determine instructional space needs. The committee is also looking into maintenance item needed for renovations.

Dr. Sapienza asked when will the plans need to be voted on by the board. Ms. Rios explained that the plans will be on the agenda of the second January meeting.

XIII. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

None

XIV. NEXT MEETING

BE IT RESOLVED that the reorganization meeting will be held on January 7, 2020. Executive Session at 7:00 p.m. Public Session at 7:30 p.m. in the Library at Stevenson School.

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XV. 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: Dr. Sapienza Seconded by: Mr. Egan
Mr. Egan Aye Dr. Sapienza Aye Mrs. Andrea Jandoli Aye
Mr. Didyk Aye Mr. Freda Aye
Motion Carries

XVI. ADJOURNMENT

There being no further business before the Board, the public and executive session adjourned at 9:17 p.m.

Introduced by: Mr. Didyk Seconded by: Mr. Egan
Mr. Egan Aye Dr. Sapienza Aye Mrs. Andrea Jandoli Aye
Mr. Didyk Aye Mr. Freda Aye
Motion Carries