

Fairfield Board Of Education

Meeting Agenda

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 7:00 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.”

ROLL CALL:

Mrs. Stacy Aschenbach, Mr. Brian Egan,
Mr. Robert Lombardy, Mrs. Andrea Jandoli, Vice-President,
and Mr. Pasquale Freda, President
Ms. Susan Ciccotelli, Superintendent of Schools, and
Mr. Dan Saragnese, Interim Business Administrator/Board Secretary.

Now, please join us for the Pledge of Allegiance.

1. PUBLIC COMMENT I ON: AGENDA ITEMS ONLY

Guidelines in Accordance with Policy #0164:

- 1) This is not a question and answer session, but an opportunity to hear comments from the public, directed to the President.
- 2) Each person who wishes to make a statement must state their name & address to Mr. Saragnese.
- 3) If it appears this portion of the meeting will last longer than 30 minutes, comments may be limited to 3 minutes each.
- 4) Until all others have been heard, no participant may speak more than once on the same topic.
- 5) District staff members may make a statement, except when the issue addressed is subject to remediation by an existing alternate method and/or the administrative chain of command has been previously utilized.
- 6) Please be respectful of the Board, Administration, Staff and audience members in attendance.

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

- a. 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: Seconded by: Roll Call

III. CURRICULUM/PROGRAM

BOARD ACTION

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.

- 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.

- 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

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	

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: Seconded by: Roll Call

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

February 23, 2016	Public and Executive Sessions
March 13, 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	\$178,299.47
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 and accept the Treasurer of School Monies Financial Report for the months of September 2015 through February 2016.

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

G. BE IT RESOLVED “to approve the following Building Use Application:”

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
Baseball Fields	Churchill School (one smaller and one larger)
Times:	9:00 a.m. to 1:00 p.m.
Fees:	Pending Board Review

Manuel Machin	April 2, 2016 through June 18, 2016
Basketball Court	Churchill School Main Gym
Times:	9:00 a.m. to 11:00 a.m.
Fees:	Pending Board Review

Starting date 2/24/2016 Ending date 3/21/2016

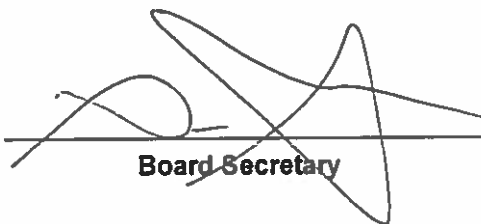
Cknum	Date	Rec date	Vcode	Vendor name	Check amount
020361 V	01/26/16	02/24/16	ACD	AMERICAN CHEM DRY	(\$175.00)
020489	02/24/16		ACD	AMERICAN CHEM DRY	\$175.00
020490	02/24/16		GENC	GENCARELLI	\$98.21
020491	03/01/16		VSP	VISION SERVICE PLAN	\$650.24
020492	03/01/16		GENC	GENCARELLI	\$125.00
020493	03/02/16		WIRE	VERIZON WIRELESS	\$77.54
020494	03/11/16		BMEB	BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND	\$153,300.00
020495 V	03/11/16	03/11/16	FBOE	FAIRFIELD BOE AGENCY ACCOUNT	
020530	03/11/16		DCRP	DEFINED CONTRIBUTION RETIREMENT PROGRAM	\$279.36
020531	03/11/16		TOFT	TASTE OF OF TUSCAY	\$130.00
100750 H	02/29/16		FBD	FAIRFIELD BOARD OF EDUCATION	\$326,707.04
A20900	02/29/16		FBOE	FAIRFIELD BOE AGENCY ACCOUNT	\$440.84
A20903	02/29/16		FBD	FAIRFIELD BOARD OF EDUCATION	\$2,286.95
A20906	02/29/16		FBD	FAIRFIELD BOARD OF EDUCATION	\$4,899.22
U20948	03/10/16		DIR	DIRECT ENERGY BUSINESS	\$49.08
U20949	03/10/16		PSEG	PUBLIC SERVICE ELECTRIC AND GAS CO.	\$5,130.68
U20950	03/10/16		PSEG	PUBLIC SERVICE ELECTRIC AND GAS CO.	\$10,832.35

Starting date 2/24/2016 Ending date 3/21/2016

Fund Totals

11	GENERAL CURRENT EXPENSE	\$502,353.26
20	SPECIAL REVENUE FUNDS	\$2,653.25
	Total for all checks listed	\$505,006.51

Prepared and submitted by:


Board Secretary

3/11/16
Date

Starting date 3/22/2016 Ending date 3/22/2016

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
020496	03/22/16		ATRA	ATRA JANITORIAL SUPPLY COMPANY, INC	\$1,274.04
020497	03/22/16		ADP	AUTOMATIC DATA PROCESSING	\$1,738.25
020498	03/22/16		ENSO	AVID XCHANGE	\$3.17
020499	03/22/16		CEMF	C.E.MENDEZ FOUNDATION	\$452.74
020500	03/22/16		CALD	CALDWELL PEDIATRIC THERAPY CENTER	\$292.50
020501	03/22/16		CDWG	CDW-GOVERNMENT, INC.	\$8,466.52
020502	03/22/16		CERE	CEREBELLUM CORPORATION	\$534.95
020503	03/22/16		COMC	COMCAST	\$8.31
020504	03/22/16		CONM	CONQUER MATHEMATICS	\$2,535.00
020505	03/22/16		CPCI	CPI NONVIOLENT CRISIS INTERVENTION	\$395.22
020506	03/22/16		CRPI	CRISIS PREVENTION INSTITUTE	\$2,419.00
020507	03/22/16		DALO	DA-LOR SERVICE CO INC	\$1,759.00
020508	03/22/16		DRC	DRC-CTB	\$174.13
020509	03/22/16		ECLC	ECLC OF NEW JERSEY	\$1,882.06
020510	03/22/16		GLVW	GLENVIEW ACADEMY	\$5,095.00
020511	03/22/16		GER	GRAINGER	\$380.25
020512	03/22/16		HENS	HENRY SCHEIN INC.	\$39.55
020513	03/22/16		KDDS	KDDS TOO	\$2,125.00
020514	03/22/16		MRES	MIDDLESEX REGIONAL EDUCATIONAL SERVICES	\$132.00
020515	03/22/16		MARC	MR AND MRS MARCOU	\$420.00
020516	03/22/16		ASA	NJASA	\$298.00
020517	03/22/16		PED	PRO-ED	\$453.20
020518	03/22/16		SAGE	SAGE DAY SCHOOL	\$4,804.80
020519	03/22/16		SHOP	SHOP RITE SUPERMARKETS, INC.	\$138.65
020520	03/22/16		SIG	SIGN A RAMA, USA	\$35.00
020521	03/22/16		SBS	STEWART BUSINESS SYSTEMS	\$1,419.00
020522	03/22/16		SCES	SUSSEX COUNTY REGIONAL COOP	\$31,972.86
020523	03/22/16		FAIR	TOWNSHIP OF FAIRFIELD	\$368.34
020524	03/22/16		BA	VERIZON	\$42.57
020525	03/22/16		WMGT	WASTE MANAGEMENT	\$293.32
020526	03/22/16		Wafa	WAYFAIR	\$122.95
020527	03/22/16		WRES	WELLNESS & REHABILITATION SERVICES	\$1,012.50
020528	03/22/16		XER	XEROX CORPORATION	\$2,103.02
020529	03/22/16		CONM	CONQUER MATHEMATICS	\$115.00
020532	03/22/16		LITE	CABLEVISION LIGHTPATH	\$7,133.68
020533	03/22/16		CAES	CAESARS ATLANTIC CITY	\$238.00
020534	03/22/16		CHAP	CHAPEL HILL ACADEMY	\$9,966.00
020535	03/22/16		ECLC	ECLC OF NEW JERSEY	\$4,194.24
020536	03/22/16		LFTR	LITTLE FALLS TROPHY SHOP	\$107.90

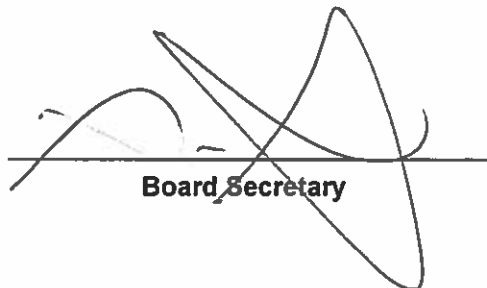
Starting date 3/22/2016 Ending date 3/22/2016

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
020537	03/22/16		ASA	NJASA	\$525.00
020538	03/22/16		PARP	PARKER PUBLICATION	\$46.93
020539	03/22/16		FREP	PAT FREDA	\$512.25
020540	03/22/16		PTNJ	PROGRESSIVE THERAPY OF NJ	\$8,560.00
020541	03/22/16		RUTG	RUTGERS, STATE UNIVERSITY OF NJ	\$243.00
020542	03/22/16		SHCO	SCHOOL HEALTH CORPORATION	\$32.40

Fund Totals

11	GENERAL CURRENT EXPENSE	\$89,783.02
12	CAPITAL OUTLAY	\$1,274.04
20	SPECIAL REVENUE FUNDS	\$13,808.24
	Total for all checks listed	\$104,865.30

Prepared and submitted by:


Board Secretary

3/11/16
Date

H. 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 contain 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.

Business Resolution Items A, B, C, D, E, F, G, H

Introduced by:

Seconded by:

Roll Call

5. COMMITTEE REPORTS

6. OLD BUSINESS

7. NEW BUSINESS

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

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- 5) District staff members may make a statement, except when the issue addressed is subject to remediation by an existing alternate method and/or the administrative chain of command has been previously utilized.
- 6) Please be respectful of the Board, Administration, Staff and audience members in attendance.

9. NEXT MEETING:

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

10. 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:

Seconded by:

Voice Vote

13. ADJOURNMENT:

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

Introduced by:

Seconded by:

Voice Vote