

Fairfield Board of Education
Meeting Minutes
Tuesday, March 21, 2017 – 7:00 PM
Stevenson School - Library
15 Knoll Road, Fairfield, NJ 07004

The meeting was called to order at approximately 7:06 p.m., by Mrs. Andrea Jandoli, 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:

BOARD MEMBERS PRESENT: Mr. Jeffrey Didyk; Mr. Pat Freda; Robert Lombardy
Mr. Brian Egan, Vice President; Mrs. Andrea Jandoli,
President;
BOARD MEMBERS ABSENT: None
ADMINISTRATORS PRESENT: Ms. Susan Ciccotelli, Superintendent of Schools, and
Ms. Yvonne Hellwig, Business Administrator

PUBLIC COMMENTS: AGENDA ITEMS ONLY

There were no public comments at this time.

I. ENROLLMENT: March 16, 2017

Grade/School	Total Students	Total Students
Special Ed. Self-Contained	32	40
K – Stevenson	104	73
1 – Stevenson	77	111
2 – Stevenson	70	82
3 – Stevenson	87	75
4 – Churchill	97	89
5 – Churchill	91	104
6 – Churchill	100	96
Total:	658	670
Out of District 3	#342, #367, #412	

STUDENT PRESENTATIONS

- a. Stevenson School: The Student Council Members introduced themselves and presented past and future goals of the Council.
- b. Churchill School: The Student Council Members introduced themselves and explained that the Student Council process is to help with school and community, as well as, to try and raise funds through different activities.

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Both schools gave examples of the different activities they undertake to accomplish their goals.

After the presentation, Mrs. Jandoli called for a two minutes recess to allow anyone who wanted to leave time to exit.

II. PERSONNEL

A. SUBSTITUTES

Recommended Motion: that the Fairfield Board of Education approve Dana Gencarelli (currently teacher/aide sub) as secretarial substitute for the 2016-2017 school year, effective March 22, 2017, all documentation is on file.

All Personnel Recommendations:

Introduced by:	Mr. Egan	Seconded by:	Mrs. Jandoli
Mr. Didyk	Aye	Mr. Egan	Aye
Mr. Freda	Aye	Mr. Lombardy	Aye
Mrs. Jandoli	Aye		

Recommendations: Carried

III. CURRICULUM/PROGRAM

A. Summer Literacy Program Hours/Staff

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve 3 staff at 22 days for 4.5 hours per day @ the rate of \$60.63 per hour (pending ratification of contract) for the Summer Literacy Program.

B. 2016 Summer Extended School Year Approval: Hours and Number of Staff

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the Summer 2017 program outline, which delineates staff positions and transportation required for the extended school year. The Summer Program will run from July 5, 2017 through August 10, 2017. Rates reflect those for 2015-2016 and are pending new contract.

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SERVICES	Staff Needed	# day per person	# hours per day	Total Hours	Hourly Rate	Estimated Cost
Physical Therapist (Vendor)	1	--	--	11.0	\$75.00	\$825.00
Speech Therapist	1	22	4.5	49.5	\$60.63	\$3,001.20
Occupational Therapist	1	22	4.5	49.5	\$60.63	\$3,001.20
Primary MD Teacher	1	22	4.5	99.0	\$60.63	\$6,002.40
Primary LLD Teachers	1	22	4.5	99.0	\$60.63	\$6,002.40
School Nurse/ LLD Aide	1	22	4	88.0	\$60.63	\$5,335.50
Aides (MD/LLD)	4	22	4.5	99.0	\$15.00	\$1,485.00
Substitute Teachers/Nurse	As Needed				\$60.63	*adjusted
Substitute Aides	As Needed				\$15.00	*adjusted
	Total all of above				TOTAL	\$25,652.20
CHILD STUDY TEAM						
Learning Consultant	1	Not to exceed 28 total hours for the summer for all 4 providers. In addition to Speech above In addition to O.T. above.			Not to Exceed \$6,800 Total Cost In the event there is a need for outside vendors, costs will be included in this figure.	
School Psychologist	1					
Speech Ther.(Mtgs./Evals)	1					
Occ. Ther. (Mtgs./Evals)	1					
		Total of above				\$32,452.20
TRANSPORTATION		Not to exceed 24 Students				\$5,000.00
		Total w/Transportation				\$37,452.20

C. THE GOOD NEWS

Stevenson School

- Students in kindergarten are learning about the metamorphosis that occurs with frogs. Our Students have gained a tremendous amount of knowledge about this life cycle from the expository texts they have been listening to and through their own observations. The children are eager to continue observing and recording information about these living creatures in our classrooms.
- First Grade students recently took a field trip to the Morristown Performing Arts Center to see, “Miss Nelson Is Missing.” All the children really enjoyed the performance, especially after having listened to the story in class! When they returned, they compared the book to the play and talked about how they were the same and different. A great time was had by all!
- First Grade students have been writing up a storm, too! They began using word references to write about all kinds of things including animals and even leprechauns. Students loved

using different words to describe their creature, and much of their writing is on display in our hallways.

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- Second Grade students completed the story, *Turtles Race with Beaver*. They are integrating science and language arts by completing a research project based on habitats, food, prey/predators, and babies. They completed this research by using books and technology. Projects will be displayed in the green hallway. Students also read about Flat Stanley and sent their own Flat Stanley to a friend or family member to take an adventure somewhere around the world. They are anxiously waiting for them to return to read all about the different adventures each Flat Stanley took. They celebrated Dr. Seuss' birthday by reading, *Oh, The Places We'll Go* and wrote about a place that we would like to visit.
- Third grade students celebrated Read Across America with their kindergarten buddies. They read their favorite Dr. Seuss book to their buddy and gave them a bookmark that they created for them.
- Third grade students continue to provide the morning announcements, as well as contribute to Stevenson News Network. The broadcasts are a fun way for the students to learn about new topics, practice presentations skills, and work cooperatively with their peers.
- In HEP, First Grade students are coding using Blockly letters and Javascript. Students created programs to solve problems and develop interactive games or stories.
- Third Grade students have designed in CAD, built a scaled model and successfully tested their prototype for the Stevenson Garden irrigation system. They began to purchase some materials for the irrigation system. Students are currently researching types of paints that can be used to paint the Irrigation System and Tires in the Stevenson School Garden.

Churchill School

- Ms. Tirell and Mrs. Colon's RTI Reading Groups are working on a fun fluency project called "Read Me A Story." Students selected and practiced reading a picture book which they were filmed reading on Friday, March 17th. The recording will be uploaded to our Youtube channel to be accessed by younger students who would like someone to read them a story. Mrs. Perrone has volunteered to help the project get more views by using a few minutes of her Stevenson computer classes to instruct the students on how to access the recordings. Ms. Goodman assisted with the book selection and our IT department filmed our students. A great collective effort toward fluency!
- Kearny Saving Bank visited our 5th grade HEP math classroom with interactive lessons on Banking (i.e. use of credit cards, how to manage money and loans). The banking representatives created a Jeopardy Game to help students learn in a fun way. Mrs. Margaret Sanchez and Mrs. Maria Plumb were the Banking Representatives.

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- The fifth grade science students are getting very passionate about environmental causes as they conduct research for their upcoming projects.

The District

- The Fairfield Schools are being recognized as Spotlight Schools at the School Support Network workshop on April 26th. Ms. Crescibene and Mrs. Pilato will be presenting about Think Kindness and the work our adult/student Culture and Climate team has been accomplishing.
- Third and sixth grade students are working on creating a new S.T.E.A.M. (Science, Technology, Engineering, Arts and Math) logo for our District. There is an April 1st deadline. Students will then vote on the district logo. Students will subsequently explore how to get the logo trademarked for our district. We are looking forward to "rebranding" our HEP program to STEAM.

All Curriculum/Program Recommendations:

Introduced by: Mr. Egan **Seconded by:** Mr. Freda
Mr. Didyk Aye Mr. Egan Aye
Mr. Freda Aye Mr. Lombardy Aye
Mrs. Jandoli Aye

Recommendations: Carried

IV. POLICY

A. Second Reading and Adoption of Policies and Regulations

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the second reading and adoption of the following policies and regulations.

P&R 1510	Americans with Disabilities Act (M)	Revised
P 2415.30	Title I – Educ. Stability For Children in Foster Care (M)	Revised
P&R2418	Section 504 of the Rehabilitation Act of 1973-Students (M)	Revised
P&R 5116	Education of Homeless Children	Revised
P 5330.04	Administering an Opioid Antidote	New
P&R 8330	Student Records (M)	Revised

B. First Reading of Policies and Regulations

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the first reading of the following policies and regulations.

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P&R 2460	Special Education	Revised
R 2460.1	Special Education - Location, Identification, and Referral	Revised
R 2460.8	Special Education – Free and Appropriate Public Educ.	Revised
R 2460.9	Special Education – Transition from Early Interv. Programs to Preschool Programs	Revised
R 2460.15	Special Education – In-Service Training for Professional and Paraprofessional Staff	Revised
R 2460.16	Special Education – Instructional Material to Blind of Print-Disabled Students (No changes)	Re-Adopt
P 2467	Surrogate Parents and Foster Parents	Revised

All Policy Recommendations:

Introduced by: Mr. Egan Seconded by: Mr. Lombardy
Mr. Didyk Aye Mr. Egan Aye
Mr. Freda Aye Mr. Lombardy Aye
Mrs. Jandoli Aye

Recommendations: Carried

VI. FINANCE

Routine and Recurring Monthly Business Items A-F

- A. BE IT RESOLVED that the minutes from the Public and Executive Sessions, held on February 16, 2017 be approved.
- B. BE IT RESOLVED to approve the following attached Bills and Claims Lists and Payrolls:

Bills and Claims	Amount
February 17 – March 10, 2017	\$209,463.47
February 15, 2017	\$364,109.18
February 28, 2017	\$345,541.08

- C. BE IT RESOLVED to approve and accept the Board Secretary’s Financial Report for the month of December 2016.
- D. BE IT RESOLVED to approve the budgetary transfers for the month of February 2017.
- E. BE IT RESOLVED to approve and accept the Treasurer’s Report for the month of December 2016.

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

Organization or Group/Location/Purpose	Date and Time Slot
HSA: Fundraiser Build-A-Pillow	March 24, 2017 4:00 p.m. to 6:00 p.m.

G. 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 2017-2018 School Year and to approve submission of it to the Essex County Superintendent for his review, by passing the following resolution:

ADOPTION OF TENTATIVE 2017-2018 SCHOOL BUDGET

BE IT RESOLVED to adopt, based upon the review and recommendation of the Finance Committee, a tentative 2017-2018 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 2017-2018 School Budget in the amount of \$11,648,421 for the General Fund (Current Operating Expenses), \$138,050 for the Special Revenue Fund (Federal & State), and \$145,801 for the Debt Service Fund, and

BE IT FURTHER RESOLVED that there should be raised for the General Fund \$11,102,556 through local taxation to support the Current Operating Expense Budget and \$145,801 through local taxation to support the Debt Service Fund for the 2017-2018 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, 2016 audit of \$52,687, and

BE IT FURTHER RESOLVED that the Fairfield Board of Education include in the tentative budget the adjustment for enrollment in the amount of \$176,700. The District intends to utilize this adjustment for supplies and materials for the additional students, and

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

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All Finance Resolutions A, B, C, D, E, F, & G

Introduced by:	Mr. Egan	Seconded by:	Mr. Freda
Mr. Didyk	Aye	Mr. Egan	Aye
Mr. Freda	Aye	Mr. Lombardy	Aye
Mrs. Jandoli	Aye		

Resolutions: Carried

VII. COMMITTEE REPORTS

Finance: Mr. Freda shared some of the highlights of the 2017-2018 Tentative Budget.

- New Science Textbooks for Grades K-5
- The 1-1 Chromebooks roll-out
- Replacement of teachers' desktops with laptops
- Sonic firewall protection for the technology network systems
- \$176,700 for enrollment increase and to offset loss of some state revenues

Negotiations: Mr. Egan stated the negotiations were still ongoing. There are only a few items to iron out which are expected to be resolved very soon.

Buildings and Grounds: Mr. Egan, Mr. Lombardy, Ms. Ciccotelli and Ms. Hellwig met with the Fairfield Township Business Administrator to discuss future housing plans for the Township. The ground has not broken yet but there are about 5-6 properties of residential living being considered. It is a concern for the District in terms of space for additional students in our schools. The Township has an aging population selling homes and younger families moving in. On the low side of an estimate, that would bring in 1.5 students per unit.

VIII. OLD BUSINESS

There was no old business at this time.

IX. NEW BUSINESS

There was no new business at this time.

X. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

There were no public comments at this time.

XI. NEXT MEETING

Tuesday, April 18, 2017 at 7:00 PM in the Library at Stevenson School.
The meeting was re-scheduled for April 25, 2017 at 7:00PM in the Library of the Stevenson School

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XII. EXECUTIVE SESSION - Action will be taken.

BE IT RESOLVED that the Fairfield Board of Education finds it necessary to meet in Executive Session (closed to the public) to discuss negotiations and personnel issues, which is exempt from the Open Public Meetings Act.

Introduced by:	Mr. Egan	Seconded by:	Mr. Lombardy
Mr. Didyk	Aye	Mr. Egan	Aye
Mr. Freda	Aye	Mr. Lombardy	Aye
Mrs. Jandoli	Aye		

Motion: Carried

XIII. ADJOURNMENT

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

Introduced by:	Mr. Egan	Seconded by:	Mr. Lombardy
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