

Fairfield Board of Education  
Meeting Minutes  
Tuesday, February 26, 2019 at 7:30 P.M.  
Stevenson School - Library  
15 Knoll Road, Fairfield, NJ 07004

**ATTACHMENT F**

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. Didyk                      Seconded by: Mr. Sapienza  
Mr. M. Sapienza Aye Mr. J. Didyk Aye Mr. P. Freda Aye  
Motion Carries

II. OPEN MEETING –PUBLIC NOTICE OF MEETING

The Board reconvened from Executive Session and Mr. Freda, President, presided and voice the call to order at 7:34 p.m.

*The public meeting was called to order at approximately 7:34 p.m., by Mr. 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.”

*Now, please join us for the Pledge of Allegiance.*

**BOARD MEMBERS PRESENT:** Mr. Michael Sapienza, Mr. Jeffrey Didyk,  
Vice President and Mr. Pat Freda, President

**BOARD MEMBERS ABSENT:** Mr. Brian Egan and Ms. Andrea Jandoli

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

III. PUBLIC COMMENT ON: *AGENDA ITEMS ONLY*

None

**STUDENT PRESENTATION**

A short recess was taken at 7:43 pm. The meeting reconvened at 7:46 pm.

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IV. ENROLLMENT: February 22, 2019

Grade/School	Total Students 6/12/18	Total Students 2/22/19	
Preschool	57	31	-26
K – Stevenson	87	93	+6
1 – Stevenson	77	86	+9
2 – Stevenson	108	82	-26
3 – Stevenson	89	114	+25
SLD Class Churchill	N/A	4	+4
4 – Churchill	78	92	+14
5 – Churchill	94	80	-14
6 – Churchill	104	93	-11
Total:	694	675	-19

V. PERSONNEL

A. INSTRUCTIONAL

1. Maternity Leave Replacement

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Michelle Mustardo as a maternity leave of absence replacement art teacher, retroactively to February 11, 2019 through the end of the 2018-2019 school year, at B.A.+30 Step 1 on the current teachers’ salary guide, pending receipt of all required documentation.

2. Renewal of Newly Tenured Staff

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, renews the contract for Kristen Pero, as a newly tenured staff member, effective retroactively to January 6, 2019.

3. Resignation

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letter of resignation from Jennifer Sisco, Music Teacher, effective on or before March 29, 2019, with regret and best wishes.

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4. Stipend Revisions

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves to pro-rate the stipend amounts for Jennifer Sisco to \$571.84 for Drama Club Music Advisor and \$571.84 for concert stipend for the 2018-2019 school year.

5. Employment

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Gabrianna Boomer as Music Teacher at M.A., Step 1 on the current teachers' salary guide, effective on or before March 29, 2019, pending receipt of all required documentation, including criminal history review approval. In addition, the Board approves Ms. Boomer to shadow the music teacher for 2 days at \$100 per day, before her official start date.

6. Stipend Approvals

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Gabrianna Boomer as Drama Club Music Advisor at a stipend of \$571.84 In addition, approves Ms. Boomer for a pro-rated rate for the concert stipend at \$571.84 for the 2018-2019 school year.

7. Mentor Teachers

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following teachers as mentors for the 2018-2019 school year. Mentor teachers receive a stipend from their novice teachers at the end of the school year.

- Nick Esposito      Michelle Mustardo
- Mike Cardillo      Gabrianna Boomer

**B. SUBSTITUTES**

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following substitutes, effective for the 2018-2019 school year, pending receipt of all required documentation:

- Genna Salvatoriello      Teacher and Aide
- Kathryn Jensen      Teacher and Aide
- Rachel Scott      Teacher and Aide
- Salvatore Karch      Teacher and Aide



**D. GOOD NEWS IN OUR SCHOOLS**

Churchill School

- With the support of Ms. Santalla, the fourth graders have been piloting the new school-wide Writing Fundamental Program. The program allows students to study areas of interest on various topics in order to complete research papers that have gone through all of the steps of the writing process. The program has fostered an interest in writing and has motivated even the most reluctant writer. The finished products have exhibited high quality work, pride, and dedication, which has been observed during the process by all parties.
- Fifth grade Science students are excitedly putting the final touches on their Escape Rooms for the big event on March 1, 2019.
- Sixth grade H.E.P. students have created robots and obstacle courses. Students needed to build a robot from parts that they had at home or from something they reverse engineered. Pupils then made their robot move through their obstacle course, while moving a ball, as well.
- L.E.A.D. (Law Enforcement Against Drugs) started in January and will continue through May. The sixth graders have enjoyed getting to know Officer Jim and Officer Jeff. Students are looking forward to the upcoming lessons.

Stevenson School

- Kindergarten had a very special delivery in January: twenty-four baby chicks were born! Farmer Tom dropped off the eggs and did a presentation about the chicks' parents, Max and Ruby. The students learned all about the life cycle of a chicken while actually watching it happen. What a wonderful way to learn through this hands-on experience.
- Students had a lot to celebrate in first grade. They voted to see if the groundhog saw his shadow. Their predictions were correct, but they don't know if they believe his prediction. Then, for Valentine's Day, students wrote about what love means to them. For the 100th day the class shared three clues to guess the 100 items inside the Mystery Bag. Also, students had publishing parties where they shared their "How Writers Work" writing pieces with the first grade classes. Students were very proud of their work and enjoyed presenting to their classmates.
- Second grade is having a wonderful start to 2019! Students celebrated Martin Luther King Junior through differentiated reading passages, articles, stories, and Scholastic News. They created a class book about their dreams for the world.

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- This month, third graders have been busy learning many different things. Students have been working hard practicing their multiplication facts, learning to write about what they read, and creating a new animal species in Science. Students have been involved in many STEAM projects, including building with toothpicks and candies for the 100th day of school.
- Student Council was hit by cupid's arrow! Students sent their love to all Stevenson staff through Valentine's Day cards. Each member made a card for every staff member and delivered them on Valentine's Day with a smile. In addition, they challenged the families of Stevenson school to take part in the Great Kindness Family Challenge. Each family was asked to try to get "caught" being kind. They showed their kindness through an illustration or a photograph. Their "proof" is hanging in the halls for all to see. Staff was asked to show their kindness as well.
- Third grade H.E.P Students learned how to play Challenge 24. The object of the game is to make the number 24 from the four numbers shown. They could add, subtract, multiply and divide using all four numbers on the card but using each number only once. It wasn't necessary to use all four operations.

**Curriculum/Program Recommendations:**

Introduced by:	Mr. Didyk	Seconded by:	Mr. Sapienza
	Mr. M. Sapienza	Aye	Mr. J. Didyk
	Mr. P. Freda	Aye	
		Motion Carries	

**VII. POLICY**

**A. FIRST READING APPROVAL**

**Attachment B**

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the first reading of the following policies and regulations, which are new or have been updated in accordance with requirements of the NJ Department of Education. These policies have been reviewed by the Policy Committee.

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P 1550	Equal Employment/Anti-Discrimination Practices	QSAC
P 2414	Programs and Services for Students in High Poverty and in High Need School Districts (M)	QSAC
P 2415.06	Unsafe School Choice Options (M)	Revised
P 2418	Section 504 of the Rehabilitation Act of 1973 – Students (M)	QSAC
P 2422	Health and Physical Education (M)	Revised
R 2460.8	Special Education – Free and Appropriate Public Education (M)	Revised
P 2610	Educational Program Evaluation (M)	Revised
P 4219	Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M)	Revised
P&R 5111	Eligibility of Resident/Nonresident Students (M)	Revised
P&R 5330.04	Administering an Opioid Antidote (M)	P Revised R New
P 5337	Service Animals	Revised
P 5600	Student Discipline/Code of Conduct (M)	Revised
P&R 5611	Removal of Students for Firearms Offenses (M)	Revised
P&R 5612	Assaults on District Board of Education Members or Employees (M)	Revised
P&R 5613	Removal of Students for Assaults with Weapons Offenses (M)	Revised
P 5756	Transgender Students (M)	Revised
P&R 7440	School District Security (M)	Revised
P&R 8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M)	Revised
P 8860	Memorials	Revised

**B. JOB DESCRIPTION APPROVAL**

**Attachment C**

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, retroactively approves the job description for School Safety Specialist, a position mandated by the State, to July 1, 2018.

**Policy Recommendations:**

Introduced by: Mr. Sapienza                      Seconded by: Mr. Didyk  
 Mr. M. Sapienza   Aye   Mr. J. Didyk   Aye  
 Mr. P. Freda   Aye   Motion Carries

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**VIII. BUSINESS/FINANCE OFFICE RESOLUTIONS**

**A. MINUTES APPROVAL**

**Attachment D**

BE IT RESOLVED that the Fairfield Board of Education approves the attached minutes from the January 22, 2019 Public & Executive Sessions.

**B. BILLS/CLAIMS/PAYROLL**

**Attachment E**

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

**Amended \$1,127,398.22**

Bills and Claims List	\$1,139,018.15
January 30, 2019 Payroll	\$ 348,061.37
February 15, 2019 Payroll	\$361,069.58

**C. TRANSFER OF FUNDS**

**Attachment F**

BE IT RESOLVED that the Fairfield Board of Education authorizes the transfers in the 2018-2019 budget per details of the Transfers Report for January 2019, per state law, for the 2018-2019 school year.

**D. BUILDING USE APPLICATIONS**

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

Organization or Group/Location/Purpose	Date and Time Slot
Kidding Around Yoga with Kelly: Stevenson Gym	Fridays 3/8/19-4/12/19 and 5/3/19- 6/7/19 3:30 PM – 4:30 PM
Fairfield Recreation Stevenson and Churchill Fields	Mondays-Fridays 4/1-6/15/19 5:30pm-7:30pm

**E. ACCEPTANCE OF CAFR**

WHEREAS, the Fairfield Board of Education is in compliance with N.J.S.A. 18A:23-1 and has had an annual audit of the district's accounts and financial transactions as of June 30, 2018 conducted by the auditing firm of Nisivoccia, LLC and



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WHEREAS, the results of the audits have been discussed with the Board of Education at a public meeting and copies of the audit summary made available:

BE IT FURTHER RESOLVED, the Fairfield Board of Education approves and accepts the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management Report (AMR) on Administrative Findings with recommendations in the CAFR and the AMR for the fiscal year ending June 30, 2018 and submission to the Executive County Superintendent of Schools.

**F. APPROVAL OF CORRECTIVE ACTION PLAN** **Attachment G**

WHEREAS, the Fairfield Board of Education approves the Corrective Action Plan as presented by the Business Administrator/Board Secretary and that a copy be delivered to the Executive County Superintendent for review.

**G. APPROVAL OF THE CERTIFICATE OF IMPLEMENTATION** **Attachment H**

WHEREAS, the Fairfield Board of Education approves the Certificate of Implementation for the 2017-2018 Annual School Audit as presented by the Business Administrator/Board Secretary and that a copy be delivered to the New Jersey Department of Education.

**H. MCKINNEY-VENTO DETERMINATION - Tabled**

WHEREAS, the Fairfield Board of Education approves the tuition contract agreement with Clifton School District to send homeless student, #2027819, eligible under McKinney-Vento Act, as determined by the Passaic County Superintendent of Schools, from 3/16/18 through 6/30/18 and 9/5/18-3/15/19. Tuition totaling \$11,619.93.

**I. GIFT TO THE DISTRICT**

BE IT RESOLVED that the Fairfield Board of Education accepts the following gift:

Adlai E. Stevenson School

Hardcore Hoops (Coach Joe) has donated (2) Portable Lifetime Baskets model # 90688 and (2) Portable Hoops Topeakmart Adjustable Hoops up to 8ft.

**Business/Finance Office Resolutions Items A-G and I**

Introduced by: Mr. Didyk                      Seconded by: Mr. Sapienza  
Mr. M. Sapienza Aye    Mr. J. Didyk    Aye  
Mr. P. Freda    Aye  
Motion Carries

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**IX. OLD BUSINESS**

None

**X. NEW BUSINESS**

None

**XI. COMMITTEE REPORTS**

Mr. Didyk commented on meetings that have been held with the Negotiations, Technology and Personnel Committees in preparation of the upcoming 2019-2020 budget.

Mr. Freda also commented on how the installation of the surveillance cameras have taken place as well as the installation of speakers in the bathroom. He also commented on the purchase of new chromebooks that will be taking place for the 2019-2020 School Year.

**XII. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY**

None

**XIII. NEXT MEETING**

BE IT RESOLVED that the next meeting will be held on March 19, 2019 at 7:30 PM in the Stevenson School Library.

**XIV. EXECUTIVE SESSION**

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

Introduced by: Mr. Didyk                      Seconded by: Mr. Sapienza  
Mr. M. Sapienza Aye    Mr. J. Didyk    Aye  
Mr. P. Freda    Aye  
Motion Carries

**XV. ADJOURNMENT**

There being no further business before the Board, the public and sexecutive session adjourned at 8:35 pm

Introduced by: Mr. Sapienza                      Seconded by: Mr. Didyk  
Mr. M. Sapienza Aye    Mr. J. Didyk    Aye  
Mr. P. Freda    Aye  
Motion Carries