

Fairfield Board of Education
Meeting Agenda
Tuesday, December 21, 2021
8:00 P.M. in the Fairfield Recreation Center, Multi-Purpose Room
(No virtual option)

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: **Seconded by:** **Roll Call**

II. OPEN MEETING –PUBLIC NOTICE OF MEETING

The Board will reconvene from Executive Session and Mr. Brian Egan, President, will preside and voice the call to order at 8:00 p.m.

The public meeting will be called to order at approximately 8:00 p.m., by Mr. Brian Egan, 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 Passaic Herald (The Herald News) and The Record.

Now, please join us for the Pledge of Allegiance.

ROLL CALL:

Mr. Jeffrey Didyk; Mr. Anthony DePascale; Dr. Michael Sapienza;
Mr. Pat Freda, Vice-President; Mr. Brian Egan, President;
Dr. Susan Ciccotelli, Superintendent of Schools; and
Ms. Lyanna Rios, Business Administrator/Board Secretary

III. PUBLIC COMMENT 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 Fairfield Board of Education President.*
2. *Each person who wishes to make a statement must state their name and address to Ms. Lyanna Rios.*
3. *If it appears this portion of the meeting will last longer than 30 minutes, comments may be limited to 3 minutes each until all others have been heard. No participant may speak more than once on the same topic.*
4. *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.*
5. *Please be respectful of the Board, Administration, Staff, and audience members in attendance.*

CHURCHILL SCHOOL: CULTURE AND CLIMATE TEAM AND IN ACTION (CIA) TEAM PRESENTATION

IV. ENROLLMENT

Grade	Total Students 6/10/2021	Total Students 12/17/2021
Preschool	41	34
MD/Home	7	5
Kindergarten	76	95
First	96	85
Second	94	98
Third	84	99
MD	0	3
Fourth	85	79
Fifth	119	88
Sixth	95	117
Total	697	703

V. PERSONNEL

A. Certificated Staff

1. Resignation

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts a letter of resignation from Nicole Messina, In-Class Support/Resource Room Teacher, with regret, best wishes, and appreciation for her 14 years of service to the students of Fairfield. Mrs. Messina’s last day will be January 28, 2022.

2. COVID-19 Safety Coordinator Appointment

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, appoints Donna Tabatneck as the COVID-19 Safety Coordinator for the 2021-2022 school year.

B. Non-Certificated Staff

1. Retirement

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts a letter of retirement from Flora Ripp, Stevenson School secretary, effective May 1, 2022, with regret, best wishes, and appreciation for her 19 years of service to the staff and students of the Fairfield School District.

2. Leave of Absence Extension

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves an extension of an unpaid leave of absence for employee #100027 until January 4, 2022.

3. Substitute Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Gianna Waack as a teacher/aide substitute for the 2021-2022 school year, pending receipt of all required documentation, including Criminal History approval.

All Personnel Recommendations:

Introduced by: Seconded by: Roll Call

VI. CURRICULUM/PROGRAM

A. Professional Development Approvals

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves attendance at the following workshops and approves the reimbursement of registration and/or mileage, to be made pending completion of the workshop and submission of travel reports. *Lodging will be noted separately, if applicable.

Spanarelli, D. Singh, J.	Classifying SLD-A	Monroe, NJ 1/14/2022	\$199 per IDEA Funds
Tirrell, C.	NJSLS Year 1, Fractions Part 2	Pompton Plains, NJ 1/6/2022	\$160 Title II Funds
Combs, A.	Increase Your Success as a S.E. Resource Teacher	West Orange, NJ 1/6/2022	\$279 IDEA Funds
Fitzpatrick, L.	What's New in Children's Books & Strategies, Tools, & Resources, etc.	West Orange, NJ 3/23/2022	\$270
Verrengia, J.	Differentiate Instruction in Math	Bloomfield, NJ 1/24/2022	\$175 Title II Funds
McDermott, T.	Help Student Develop Better Social Behavior for Increased Success	West Orange, NJ 1/21/2022	\$279 IDEA Funds
Valenti, J.	Differentiated Instruction in Math	Montclair State, NJ 1/24/2022	\$175
Smith, R.	CAL SIOP Training of Trainers Institute: Foundations	4/6, 4/13, 4/20, 4/27/2022 - Virtual	\$1,300

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Patel, S.	Visual Processing, Perception, Motor/Gerber	Live Webinar 3/14, 3/16, 3/21/2022	\$369 IDEA Funds
Zigouras, A.	School-Based SLPS: Language Processing Disorder	Newark, NJ 1/11/2022	\$279 IDEA Funds
Zigouras, A.	Speech-Language Therapy: Promoting Rapid Change in Children with Severe Phonological Disorders	Recorded Version No specific date	\$279 IDEA Funds
Zigouras, A.	Speech-Language Pathologists: Helping Students with Reading and Language Deficits	Recorded Version No specific date	\$595 IDEA Funds
Chavkin, J.	Develop Growth Mindset in Mathematics to Increase Students' Perseverance, Engagement and Success	Virtual 1/22/2022	\$279 Title II Funds

B. Professional Development Rescinded

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, rescinds the approval of attendance at the following workshops for Nicole Messina: 1/6/2022 in West Orange, NJ for \$279; 1/11/2022 through 1/13/2022 at the Banyan School for \$600.

C. ELL Three-Year Plan Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the English Language Learner Three-Year Plan from 2021-2024. This document was reviewed by the Board of Education members prior to recommendation for approval at this meeting.

D. Good News

Grade 1

- Students have completed their Gingerbread Unit, where they read and wrote about the traditional gingerbread man tale, as well as some non-traditional gingerbread tales. They read about the Gingerbread Girl, Gingerbread Bear, and even a Clay Boy. Students loved this unit because it included so many “read alouds”. Students even used their math skills to create a bar graph by counting the candies on a Gingerbread House.

Grade 2

- November was a busy month! The children read the story “Balloons Over Broadway,” a biography of Tony Sarg, who was the creator of the Macy’s Thanksgiving Day Parade balloons. Students listened to the story and wrote about and designed their own balloons. They then created their own parade of their drawings in our hallway for all to see. At home, students were given a scavenger hunt to use while watching the parade! As a closing activity, students submitted questions to friends of Mrs. Goldsmith who have participated in the parade for the past 11 years. She held and recorded a zoom call for the students to watch and have their questions answered. In math, students are learning about place value. They created turkeys showing numbers in standard form, word form, base ten form, expanded form, coins, and in a hundreds, tens and ones chart. Students are working hard!

Grade 3

- Students have been reading a beloved novel, Because of Winn Dixie by Kate DeCamillo. Students have been participating in a shared novel study working on vocabulary, reading aloud to their classmates, and writing about the novel. They look forward to watching the movie. Students are also learning all about different holidays around the world that are celebrated at this time of year.

Student Council

- The Stevenson Student Council has been up to great things! Throughout the holiday season, they have been focused on giving to others and donating to those in need. Just before Thanksgiving, students were able to partner with the FFPD to donate non-perishable food items to St. Thomas More food pantry, which had a wonderful turnout! During the month of December, The Student Council has been collecting unwrapped, new toys for the Toys for Tots drive. After just a week, the bin overflowed with toys and games to give to children who are less fortunate!

Grade 4

- In reading, students are enjoying the novel, *Tales of a Fourth Grade Nothing*. While reading, students are focusing on story elements, vocabulary, and character development.
- In writing, students have been engaging in the narrative writing process. Students enjoyed sharing stories of their own, getting them down on paper. While sharing stories, students are making sure to focus on adding detail and dialogue. When students finish their final pieces, they will have a publishing party where students can share their narratives aloud.
- In math, fourth graders have continued focusing on multiplication with larger numbers. They have learned methods to multiply which include an area model and the traditional algorithm.
- The science unit has students exploring our planet, Earth. Students are learning about the layers of the Earth and how various landforms are created. Students enjoyed experiments such as modeling the Earth and representing the rock cycle.

Grade 5

- In reading, the students are wrapping up the novel, *Wonder*, by R.J. Palacio. All the students seem to love the novel and enjoy participating in serious discussions about the characters and the obstacles they face. They have explored many important themes throughout their reading such as: friendship, bullying, family struggles and abandonment. Students will complete the unit by watching the movie and writing an essay. Students will practice reading comprehension with short passages that include multiple choice questions that require higher level thinking skills.
- In writing, students are drafting their personal narratives while exploring writing a strong beginning, an exciting middle and a satisfying ending. They are working on becoming better writers as they include figurative language in their stories. They are encouraged to use similes, metaphors, alliteration, personification, and show don't tell. They have also been learning how to use quotation marks correctly while adding dialogue to their writing. Finally, students are practicing their grammar skills with weekly IXL lessons and assignments.
- In math, students learned how to multiply fractions by whole numbers. Students also worked with models to solve problems involving fractions and whole numbers. Using a mathematical model, students were able to visually see the process of how to multiply a fraction by a whole number to find its product in order to gain a deeper understanding. Students used an area model to think of $4 \times \frac{1}{3}$ as four groups of $\frac{1}{3}$. This model will also be used with the next concept, multiplying a fraction by a fraction.
- In science, the students continue to discover how matter is all around them. As they work in teams, students have examined, combined, separated and evaluated mixtures and solutions of solid and liquid matter. During three related activities, students manipulated materials to observe that when matter is combined in mixtures and even appears to vanish in solutions, the amount of matter is conserved. They then used this information to explore a variety of chemical changes, identifying the specific signs that chemical changes have occurred. The students will be challenged to use what they have learned and put their knowledge to the test in the upcoming weeks as they wrap up the unit on structure and properties of matter.
- In social studies, students were assessed on Unit One (The First Americans). In unit two – (Age of Exploration), students analyzed the impact on the advancements of innovations, such as: improved maps, faster and safer ships, and navigational tools like the astrolabe and compass. Students are also learning about famous explorers throughout this unit and their motivations for exploration. Some explorers that they are discussing include the Vikings, Bartolomeu Dias, Hernan Cortes, Christopher Columbus, and Ferdinand Magellan. Finally, the students will examine the consequences of the Columbian Exchange and draw conclusions about the lasting impact of the Columbian Exchange on the culture of Europeans, American Indians, and African peoples.

Grade 6

- Students are continuing to move forward with new lessons and ideas. The students are still traveling through space in science and many hope to visit other planets in the future. Maybe our future scientists will discover a new galaxy someday.
- Social Studies brings the students to the beginning of civilization and how all this started. Many are amazed at the contributions of the early Mesopotamians to what is used today. The wheel is still considered the most important invention of all time. After all, how would we ride our bikes without it?

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- Ratios and percentages, ugh, will we really use this someday? Yes, of course, we will always have to pay bills!
- In writing, students are composing an argumentative essay. They must research and support their ideas.
- The students are continuing to read all genres of literature. They visit the library once a week to read quietly and check out books. They are continuing to read Fish in a Tree and completing novel projects.
- Students are looking forward to the creative project of decorating homeroom doors for the holidays.

All Curriculum/Program Recommendations:

Introduced by: Seconded by: Roll Call

VII. POLICY

A. Policy/Regulation Second Reading and Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the second reading and approval of the following policies and regulations, as noted:

Policies/ Regulation	Title	Revised/ New
P 1648.14	Safety Plan for Healthcare Settings in School Buildings COVID-19 (M)	New
P 2422	Comprehensive Health and Physical Education (M)	Revised
P & R 5751	Sexual Harassment of Students (M)	Revised

B. Section 504 Procedural Manual Approval

Attachment A

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the Section 504 Procedural Manual for the 2021-2022 school year.

C. Child Study Team Manual Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the revised Child Study Team Manual for the 2021-2022 school year. This document was reviewed by the Board of Education members prior to recommendation for approval at this meeting.

D. Safety and Security Manual and Statement of Assurance

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the Safety and Security Manual for the 2021-2022 school year. The recommendation is also to approve the submission of the Safety and Security Statement of Assurance, retroactively, to November 8, 2021. This document was reviewed by the Board of Education members prior to recommendation for approval at this meeting.

All Policy Recommendations:

Introduced by: **Seconded by:** **Roll Call**

VIII. NEW JERSEY SINGLE ACCOUNTABILITY CONTINUUM (QSAC)

WHEREAS, the Fairfield Board of Education in the County of Essex is undergoing evaluation under NJ QSAC for the 2021-2022 school year; and

WHEREAS, N.J.A.C. 6A: 30-31.1(f) requires participating school districts to hold a public meeting to approve the submission of the district’s DPR responses and the Statement of Assurance in respect to this process; and

WHEREAS, the Fairfield Board of Education in the County of Essex has reviewed the district’s DPR responses and Statement of Assurance and hereby approves these documents.

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education in the County of Essex does hereby authorize the Superintendent of Schools to submit the DPR, Declaration Page, Agenda Excerpt, and Statement of Assurances for approval to the Commissioner of Education in compliance with provisions of N.J.A.C. 6A:30-3.2(f).

QSAC Recommendation:

Introduced by: **Seconded by:** **Roll Call**

IX. BUSINESS/FINANCE OFFICE RESOLUTIONS

A. Minutes Approval

Attachment B

BE IT RESOLVED that the Fairfield Board of Education approves the attached minutes from the November 16, 2021 Public & Executive Sessions.

B. Bills/Claims/Payrolls

Attachment C

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

Bills and Claims List	\$777,091.06
November 30, 2021 Payroll	\$383,879.89
December 15, 2021 Payroll	\$399,799.35

C. Transfer of Funds

Attachment D

BE IT RESOLVED that the Fairfield Board of Education authorizes the transfers in the 2021-2022 budget, per details of the Transfers Report for November 2021, per state law, for the 2021-2022 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, 2021 through November 30, 2021.

I hereby certify that for the period ending November 2021 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, 2021 after review of the Secretary's monthly financial report for November 2021 (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. 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 transaction as of June 30, 2021; and

BE IT RESOLVED that the Fairfield Board of Education approves and accepts the Comprehensive Annual Financial Report and the Auditor's Management Report on Administrative Findings—Financial, Compliance and Performance with no recommendations in the CAFR and the AMR for the fiscal year ending June 30, 2021, as submitted by Nisivoccia, LLC, the district's auditors, having been presented at the November 16, 2021 public meeting; and

BE IT FURTHER RESOLVED the Fairfield Board of Education acknowledges that the 2020-2021 Synopsis of Audit is available to the public and approves the submission to the Executive County Superintendent of Schools.

F. Amendment - American Rescue Plan (ARP) Elementary and Secondary School Emergency Relief (ESSER) Grant Application

BE IT RESOLVED that the Fairfield Board of Education accepts the allocation below and approves the submission of the American Rescue Plan Elementary and Secondary School Emergency Relief Grant Application to the New Jersey Department of Education for the grant period July 1, 2021 through September 30, 2024 as follows:

ESSER	\$360,753
Accelerated Learning Coach and Educator Support Grant	\$59,641
Evidence Based Summer Learning and Enrichment Activities Grant	\$40,000
Evidence Based Comprehensive Beyond the School Day Activities Grant	\$40,000
Mental Health Support Staffing Grant	\$45,000

G. Professional Services Proposal - Electrical Service Upgrade at Adlai E. Stevenson

BE IT RESOLVED that the Fairfield Board of Education accepts the proposal for professional services dated November 22, 2021 by DiCara Rubino for Electrical Service Upgrade at Adlai E. Stevenson in the amount of \$38,000.

H. New Jersey School Insurance Group (NJSIG) Membership Renewal

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Fairfield Board of Education, hereinafter referred to as the “Educational Institution,” has resolved to renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been canceled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW, THEREFORE, BE IT RESOLVED

1. This agreement is made by and between NJSIG and the Educational Institution;
2. The Educational Institution joins with other boards of education in organizing and renewing its membership of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2021, and ending July 1, 2024 at 12:01 a.m.;

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3. In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation
4. The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
5. NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
6. By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
7. The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
8. The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;
9. The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
10. If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
11. The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and
12. The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

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I. Building Use Applications

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

<u>Organization Group/Location/Purpose</u>	<u>Date and Time Slot</u>
Navigate 360/Winston S. Churchill Classrooms Alice Certified Instructor Course	Wednesday, April 20, 2022 and Thursday, April 21, 2022 7:00 AM - 6:00 PM

Business/Finance Office Resolutions Items A-I

Introduced by: Seconded by: Roll Call

X. OLD BUSINESS

XI. NEW BUSINESS

XII. COMMITTEE REPORTS

XIII. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

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- 2. Each person who wishes to make a statement must state their name and address to Ms. Lyanna Rios.*
- 3. If it appears this portion of the meeting will last longer than 30 minutes, comments may be limited to 3 minutes each until all others have been heard. No participant may speak more than once on the same topic.*
- 4. 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.*
- 5. Please be respectful of the Board, Administration, Staff, and audience members in attendance.*

XIV. NEXT MEETING

BE IT RESOLVED that the next meeting will be held, in person, on January 6, 2022, Executive Session at 7:00 p.m. Public Session at 7:30 p.m., tentatively in the Gym at Churchill School.

XV. ADJOURNMENT

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

Introduced by: Seconded by: Roll Call