

Fairfield Board Of Education
Meeting Agenda
 Tuesday, October 18, 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
 Ms. Yvonne Hellwig, Business Administrator

PUBLIC COMMENTS: 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 Ms. Hellwig.
- 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. ENROLLMENT: October 14, 2016

Grade/School	Total Students 6/2/16 (Spec. Ed. Incl.)	Total Students 10/11/16 (Spec. Ed. Incl.)
Preschool D & I & MD	32	37
K – Stevenson	104	71
1 – Stevenson	77	110
2 – Stevenson	70	82
3 – Stevenson	87	73
4 – Churchill	97	87
5 – Churchill	91	102
6 – Churchill	100	94
Total:	658	655
Out of District 4	#342, #366, #367, #412	

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II. PARCC Presentation

A presentation of the PARCC scores from spring 2016 will be presented by the administration and James Verrengia.

**III. HIB INVESTIGATIONS, TRAININGS, AND PROGRAMS DATA: PERIOD #1
EVVRS REPORT – PERIOD #2**

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, accept the HIB Investigations, Trainings, and Programs (HIB-ITP) Report and the Violence and Vandalism Report, which includes HIB incidents for Period #2 (January 1, 2016 through June 30, 2016). It is required that all Violence and Vandalism and Substance Abuse incidents be reported for 2015-2016 period #2 at a board meeting between the dates of 9/1/16 and 12/31/16. There were no EVVR incidents.

There were 5 HIB investigations at the Churchill School during reporting period #2 (1/1/16-6/30/16), which was reported at the monthly meetings. Two incidents met the 3 requirements to be considered bullying. Appropriate actions were taken in regard to all incidents.

District-Level Administration, Teachers, Aides, and office staff attended various Trainings in regard to Anti-Bullying. The Anti-Bullying Coordinator and Specialist attended additional trainings as required. School Climate and Culture Improvement meetings were also attended by staff and administration. GCN Training modules on Anti-Bullying are also required for all staff and substitutes. A list of these trainings is available upon request.

IV. PERSONNEL

A. INSTRUCTIONAL

1. Employment

- a. Recommended Motion: that the Board of Education approve Patrick Ahearn as Sixth Grade Math Teacher at BA+15, Step 4 on the current teachers' salary guide (pending completion of negotiations), effective retroactively to October 3, 2016. All required documentation is on file.
- b. Recommended Motion: that the Board of Education approve Lori Seredvick as Fifth Grade Math Maternity Leave of Absence Replacement Teacher at BA, Step 1 on the current teachers' salary guide (pending completion of negotiations), effective retroactively from September 29, 2016 to February 1, 2017, pending receipt of all required documentation, including Criminal History Approval.

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2. Teacher in Charge

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Michael Cardillo as teacher in charge, at the current stipend, pending completion of negotiations for the 2016-2017 school year.

3. Yearbook Advisors

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Romina Casenta and Carly Crescibene as Churchill School yearbook co-advisors at a split stipend, per the Teachers' Contract, pending completion of negotiations, for the 2016-2017 school year.

4. Part-Time School Security Officer

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approves Mark Hayek as a part-time school security officer for 4 days per week @ 7 hours per day, not to exceed 28 hrs. per week, at a rate of \$23.00 per hour, effective November 1, 2016, pending receipt of all required documentation, including criminal history review approval.

B. SUBSTITUTES

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, employs the following fully qualified substitutes, effective for the 2016-2017 school year, pending receipt of all required documentation, including Criminal History approval.

- | | |
|------------------|----------------------------------|
| • Cheick Mbaye | Teacher (County) |
| • Michael Araneo | Employee Inst. Aide: Sub Teacher |
| • Adriana Diaz | Employee Inst. Aide: Sub Teacher |

All Personnel Recommendations:

Introduced by: Seconded by: Roll Call

V. CURRICULUM/PROGRAM

A. Highlights of Good News in Our Schools Report

Churchill School

- Students in all grades have selected their homeroom representatives for Student Council, and the 6th grade candidates are preparing speeches for the upcoming Student Council Elections for Executive Board.

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- HEP students met with Mr. Santana to brainstorm ideas of how to improve the lines, PIN number and ordering for the lunchroom at Churchill School. The 5th Grade HEP students were excited, focused, and committed to improving many lunchroom opportunities. Mr. Santana encouraged and supported many of the ideas the students brought to the table. Students involved in this conference were Ananya Mirchandi, Alex Chen, Ethan Saccone, Gerardo Montone, Sam Bonsignore, Jose Duvia, Guiliana Spanarelli, and Alina Kolenovic. Students have come up with an on-line Google Form that parents and students can fill out at home and submit electronically. Additionally, they have been incorporating the vegetables they are harvesting from the Churchill Community Garden into the lunch program at Churchill
- On September 23rd, Churchill students participated in the Think Kindness assembly, and were challenged to be Kindness Ninjas, and perform 5,000 acts of kindness in 15 days. Additionally, they were challenged to collect 1,500 pairs of shoes for children in the United States and Africa so they may attend school. According to the presenter, Brian Williams, the children who are impacted are not allowed to attend school if they do not have shoes. Some families only have one pair, which they rotate amongst their children. Churchill Students have completed more than 6,000 acts of kindness and collected 1,500 pairs of shoes, so far. As an added incentive, the Municipal Alliance will hold a pizza party for our students if they reach their goals, as well as provide the funding to purchase Kindness Ninja tee-shirts for every student.
- Students at Churchill also participated in Fairfield Pride Fun Day with students from Stevenson School. Students participated in a full-scale evacuation of our building, walked over a mile, and returned to school in time for lunch. The evacuation drill was a joint effort amongst multiple community agencies, and was a rousing success. The information gleaned from the exercise will help to ensure the safety and well-being of our students should we ever need to perform such an evacuation for real circumstances. Students participated in activities to celebrate our first Fairfield Pride Day as well.
- Our 6th grade students and parents participated in an orientation for our 6th grade Chromebook initiative. Students and teachers have completely embraced the initiative, and are using the Chromebooks daily as part of their learning. Teachers have set up Google Classrooms to enhance their instruction and extended it beyond the normal school day.
- Morning drop-off has been changed at Churchill. Now parents are dropping off in the large lot near TD Bank, and buses are dropping off in front of the school. When buses arrive, students are immediately let off and enter the school through the side gym entrance to sit on the bleachers. Staff is present to oversee the students in the gym, as well as off the bus. Parents line up in the large parking lot along the curb. When the 8:40am bell rings, students leave their cars and enter through the ramped entrance nearest the old gym. This seems to have improved the efficiency of our morning drop-off procedures and helped to eliminate back-ups onto Fairfield Road. Afternoon drop-off has not changed.

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Stevenson School

- As we continue with our author study we are now starting *Because of Winn Dixie* and the students are very EXCITED! There is no doubt the students will have a clear understanding of how to read a novel for the love of reading!
- Kindergarten students enjoyed a visit from the Fairfield Fire Department! In honor of Fire Prevention Month, the kindergarten classes are learning how to prevent fires and what to do if there is a fire. Firefighter Bill, Firefighter Joe, Firefighter Anthony, and Firefighter Kevin came to Stevenson School with their gear and the big ladder truck. The students were excited to learn about fire safety and to sit in the fire truck. They were amazed to see some of the teachers step into the bucket of the ladder truck and go 100 feet up in the air! The children really appreciate our firefighters!!
- First Grade classes went on their first class trip this year to the Fairfield Public Library. Here they were able to see where they can locate certain genres in the Children Section of the Library. They were given a library card to fill out at home so they could check out books at a later time. This trip aligned to our lessons in Language Arts in which we talked about genres and created different covers for each. Along with that they were even asked to use technology to find a picture that went with their Expository book cover.
- Second grade students prepared for BTSN by completing "all about me" projects that were displayed in our classrooms. We studied communities in Social Studies and completed a community brochure project to wrap up our theme. Mrs. Perrone
- helped by incorporating technology to research the different communities. We completed our first chapter book in our Ready Gen reading program.
- Third Graders are off to a wonderful start! Our first unit in Language Arts is a friendship unit and we have just completed our first novel; *The Miraculous Journey of Edward Tulane* by Kate DeCamillo. Read aloud; think aloud, discussions, questions, jotting and journal entries were all part of the student's first experience with reading novels.
- Walk down the red hallway and see our culmination projects where students studied the sketched illustrations in the novel and connected them to sequencing of events, internal and external character traits, feelings and emotions presented in the novel and journal entries which portray the point of view of several characters.

B. UNIFORM MEMORANDUM OF AGREEMENT

Recommended Motion: that the Board of Education, adopt the Uniform Memorandum of Agreement Between Education and Law Enforcement Officials, as is required annually. All policies and procedures previously adopted and implemented remain consistent with the State Memorandum of Agreement revision approved by the Attorney General and the Commissioner of Education in December 2007, and updated annually, the most recent changes made in January 2016.

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C. QSAC STATEMENT OF ASSURANCE SUBMISSION

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve submission of the 2016-2017 QSAC Statement of Assurance to the State, as is required annually.

D. JOB DESCRIPTION: PART-TIME SECURITY OFFICER

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the job description for a Part-Time School Safety Officer, effective for the 2016-2017 School Year.

E. Professional Development Workshops

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve attendance at the following workshops and approve the reimbursement of registration and/or mileage, expenses to be made, pending completion of the workshop and submission of the travel report.

Staff	Workshop	Date	Place	Registration
Gualtieri, D.	NJ Science Convention	October 26, 2016	Princeton	\$190
Verrengia, J	PAARC Training	November 4, 2016	East Windsor	\$199

All Program/Curriculum Recommendations:

Introduced by: Seconded by: Roll Call

VI. POLICY

A. Abolishment of Policy and Regulation # 3244

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve to abolish Policy and Regulation #3244, In-Service Training, as per Strauss Esmay Alert #209.

B. First Reading Approval

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the first reading of the following policies and regulations mandated by the State. These policies have been reviewed by the Policy Committee.

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P 1220	Employment of Chief School Adm. (Mandated)	Revised
P 1310	Employment of School Business Adm./Board Secretary	Revised
P 2414	Programs and Services for Students in High Poverty and in High Need School Districts (Mandated)	Revised
P 3111	Creating Positions	Revised
P 3124	Employment Contract	Revised
P 3125	Employment of Teaching Staff Members (Mandated)	Revised
P 3125.2	Employment of Substitute Teachers	Revised
P&R 3126	District Mentoring Program	Revised
P 3159	Teaching Staff Member/School District Reporting Responsibilities	Revised
P 3231	Outside Employment as Athletic Coach	Revised
P & R3240	Professional Development for Teachers and School Leaders (Mandated)	Revised
P & R 3244	In-Service Training (Mandated)	Abolished
P 4159	Support Staff Member/School District Reporting Responsibilities.	Revised
P 5305	Health Services Personnel	Revised
P 5330	Administration of Medication (Mandated)	Revised
P 5339	Screening for Dyslexia (Mandated)	Revised
P & R 5350	Student Suicide Prevention	Revised
P 7481	Unmanned Aircraft Systems (Not mandated)	New
P & R 8441	Care of Injured Persons (Mandated)	Revised
P & R 8630	Bus Procedures/Responsibilities (Mandated)	Revised
P 9541	Student Teachers/Interns	Revised

Policy Recommendation:

Introduced by: Seconded by: Roll Call

VII. FINANCE

Routine and recurring Monthly Business Items A through D

A. BE IT RESOLVED that the following Minutes be approved:

September 19, 2016 Public and Executive Sessions

B. BE IT RESOLVED to approve the following attached Bills and Claims Lists and Payrolls:

B&C List:	Sept20-Oct 17, 2016	\$ 1,902.66
B&C List	October 18, 2016	\$ 172,796.47
Payroll:	September 9, 2016	\$343,204.39
Payroll:	September 30, 2016	\$344,637.83

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C. BE IT RESOLVED to approve and accept the budgetary transfer report for the month of September 2016

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

Fairfield Recreation	Thursdays 9-15-16 to 11-17-16
Churchill Field	330pm-430pm
Cheer Practice B Squad	Weather Permitting

Recreation	Tuesdays 9-13-16 to 11-15-16
Stevenson Gym	515pm-615pm
Cheer Practice C Squad	

Fairfield Recreation	Third Thursday of Month (Oct-April)
Stevenson Cafeteria	7pm-830pm
Cub Scout Meetings	

Recreation	Fridays 9-30-16 to 5-5-17
Stevenson Gym	7pm-830pm
Men’s Basketball	

Fairfield Recreation	Tuesday November 15
Stevenson Computer Lab	430pm-730pm
Concussion Screening	

Introduced by:	Seconded by:	Roll Call Vote
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Finance Items A, B & C:

Introduced by:	Seconded by:	Roll Call
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VIII RECOMMENDATIONS

- A. Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve a contract with the Northern Regional Educational Services Commission to provide the Fairfield Board of Education with a Part-time Financial Intern beginning October 19, 2016 through April 19, 2017 at no cost to the District and not to exceed 29 per week

- B. Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, accept the School Bus Emergency Evacuation Drill Reports dated September 23, 2016 for the Stevenson School and September 28, 2016 for the Churchill School as per New Jersey Administrative Code N.J.A.C. 6A:27-11.2.

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C. Donations

1. Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, wishes to acknowledge and accept, with much gratitude, the gift of a violin donated to the Churchill School by Ms. LouAnn LoBasso of Fairfield, New Jersey.
2. Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, wishes to acknowledge and accept, with much gratitude, the gift of a student model clarinet donated to the Churchill School by Mr. Joseph Westenberger of Boonton, New Jersey.

D. Recognition

The Fairfield Board of Education would like to recognize and congratulate two of our own teachers. Ms. Jaime Chavkin, Stevenson School and Mr. James Verrengia, Churchill School are recipients of the **2016-2017 NJEA Frederick L. Hipp Foundation for Excellence Grant** for their project: **“Grow, Eat, Learn II: A School Garden Project”**. The award ceremony will be held on November 11, 2016 at the Atlantic City Convention Center.

Finance Recommendation:

Introduced by: _____ Seconded by: _____ Roll Call

IX. COMMITTEE REPORTS

X. OLD BUSINESS

XI. NEW BUSINESS

XII. PUBLIC COMMENT II ON: NON-AGENDA ITEMS

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XIII. NEXT MEETING

Tuesday November 15, 2016 at 7:00 PM in the Library of Stevenson School.

XIV. 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 attorney/client privileged information, which is exempt from the Open Public Meetings Act.

Introduced by: Seconded by: Voice Vote

XV. ADJOURNMENT

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

Introduced by: Seconded by: Voice Vote