

Fairfield Board Of Education

Meeting Minutes

Monday, June 13, 2016 – 7:00 PM

Stevenson School - Library

15 Knoll Road, Fairfield, NJ 07004

The meeting was called to order at approximately 7:10 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.”

BOARD MEMBERS PRESENT: Mr. Brian Egan, Mrs. Mr. Robert Lombardy, and Mr. Pasquale Freda, President.

BOARD MEMBERS ABSENT: Mrs. Stacy Aschenbach and Mrs. Andrea Jandoli, Vice President.

ADMINISTRATION PRESENT: Ms. Susan Ciccotelli, Superintendent of Schools
Mr. Dan Saragnese, Interim Business Administrator/Board Secretary
Mrs. Isabel Machado, Board Attorney

PUBLIC & STAFF PRESENT: Members of the Jannicelli family and 1 Staff Member

The Pledge of Allegiance was then held.

BOARD MEMBER: Mrs. Achenbach arrived at 7:20pm

Presentation of the Roberta J. Felcher Scholarship Award from Churchill Class of 2010

Mr. Freda presented the \$500 scholarship to Billy Jannicelli. He was named the recipient of this award at the Churchill School “Sixth Grade Farewell” program in 2010. Billy spoke about his fond memories of the Fairfield Schools, his studies, and his interests. The Board congratulated him for his achievements.

PUBLIC COMMENT ON: AGENDA ITEMS ONLY

There were no public comments.

I. ENROLLMENT: 6/12/15

Grade/School	Total Students 6/30/15 (Spec. Ed. Incl.)	Total Students 6/2/16 (Spec. Ed. Incl.)
Preschool D & I & MD	30	32
K – Stevenson	77	104
1 – Stevenson	66	77
2 – Stevenson	86	70
3 – Stevenson	92	87
4 – Churchill	89	97
5 – Churchill	98	91
6 – Churchill	95	100
Total:	633	658
Out of District 4	#342, #366, #367, #412	

II. HIB INVESTIGATIONS, TRAININGS, AND PROGRAMS DATA/HIB SCHOOL SELF-ASSESSMENT PERIOD #2

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve submission of the HIB-ITP Period 2 report, and the HIB School Self-Assessment for determining grades, due to the State by July 15, 2016. A report on period 2 for the 2015-2016 school year and the Violence and Vandalism incident Report for 2015-2016 will be presented to the public between the dates of September 1, 2016 and December 31, 2016, as mandated by the State.

Introduced by: Mr. Egan
Mrs. Aschenbach: Aye
Mr. Lombardy: Aye

Seconded by: Mr. Lombardy
Mr. Egan: Aye
Mr. Freda: Aye

III. PERSONNEL

A. CERTIFICATED STAFF

1. Anti-Bullying Coordinator

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Dr. Lorry Booth as the district Anti-Bullying Coordinator for the 2016-2017 school year at a stipend of \$715.75, pending final negotiations.

2. Home Instructors

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Lisa MacIntosh, Sandy Rivera & Addie Fasulo as Home Instructors for the 2016-2017 school year at the contracted student contact hourly rate, on a case by case basis, rate pending final negotiations

3. Summer Literacy Program

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the following staff to instruct the Summer Literacy Program for 4 hours per day for 22 days during the Summer 2016 at the current contracted rate, pending completion of negotiations.

• Rachelle Simons	• Joanne Rhodes	• Katie Prall/Erica Santalla (split)
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4. Summer Speech Evaluations

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Rachelle Simons to complete speech evaluation for the extended school year to split duties with Mrs. Iasrossi, not to exceed the allotted monies approved for this purpose.

B. NON-CERTIFICATED STAFF

1. Summer Custodial Help: Appointments

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, appoint the following summer custodial helpers from June 20, 2016 through August 31, 2016, @ 8 hours per day, \$8.38 per hour.

John Porcino (Jr.)	John Carroll
Bill Vaxmonsky (Jr.)	Mike Breznak

2. Employment

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, offer a contract to Mrs. Louann LoBasso as Playground/Cafeteria/Office Aide for 3 hours per day at \$10.50 per hour, for the 2016-2017 school year, effective upon receipt of required documentation, including Criminal History Review.

3. Resignation

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, accept the letter of resignation from Mrs. Debbie Hill, Playground/Cafeteria Aide with regrets, best wishes, and appreciation for over 16 years of service to the students of Fairfield.

C. ADMINISTRATION

1. Business Administrator Contract Approval

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, accept the contract for Ms. Yvonne Hellwig, Business Administrator, which was approved by the County Superintendent of Schools, on May 16, 2016 for the 2016-2017 school year.

2. Approval of the completion of Superintendent's Quantitative Merit Goals

Motions to adopt the following resolution.

RESOLVED by the Board that it has been determined that the following Quantitative Merit Goals, established in the employment contract for the Superintendent, have been satisfied and were achieved during the 2015-2016 school year:

Quantitative Goals:

1. Bring at least \$10,000 in new revenue.
2. Improve communication with parents by holding 4 special meeting in which they can meet one-on-one with the Superintendent to discuss issues or concerns regarding the district.

IT IS FURTHER RESOLVED that the Board Secretary shall forward a certified Copy of this resolution to the Essex County Executive Superintendent in accordance with N.J.A.C. 6A:23A-3.1(e) (10) (iv).

IT IS FURTHER RESOLVED that upon receipt of confirmation of satisfaction of the above goals from the Essex County Executive Superintendent, the applicable Merit Bonus provisions of the Superintendent's contract shall be paid.

3. Administrative Salaries

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve salaries of the following exempt administrators, who were approved for rehire at the May 24, 2016 Board of Education meeting. All salaries are frozen at the 2015-2016 rates, pending completion of the teacher negotiations.

Ray Santana	Supervisor of Special Services	\$102,000
John Smatla	Principal @ Churchill School	\$131,449
Michael Trabucco	Principal @ Stevenson School	\$128,491

D. 12-MONTH EMPLOYEES

Carry-Over Vacation Days

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve carry-over vacation days, not to exceed 5 days, to be used by August 31, 2016, as follows: 5 Days: J. Porcino, S. Ciccotelli, J. Miller, R. Santana, M. Ludwig, M. Trabucco. 3 days K. Festa, 1 Day: J. Smatla.

E. EXEMPT EMPLOYEE AIDES: APPROVAL REEMPLOYMENT/SALARIES

1. Substitute Coordinator/Playground Cafeteria Aide

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Pat Iandolo as Playground Cafeteria/Copying and Substitute Coordinator not to exceed 29.5 hours per week, 183 days per year at a salary of \$19,471, for the 2016-2017 school year, salary pending completion of teacher negotiations.

2. School Resource and Safety Coordinator

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Lou Cammarata as School Resource and Safety Coordinator for the Fairfield Public School District for the 2016-2017 school year at a salary of \$54,445 salary pending completion of teacher negotiations.

3. Playground/Cafeteria Aides

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the re-employment and salaries of the following exempt playground/cafeeteria aides for 2 hours per day for 178 days, for the 2016-2017 School Year. All salaries are frozen at the 2015-2016 rates, salary pending completion of the teacher negotiations.

Karen Cielo	\$4,715	Trish Lozito	\$4,128
Pat Curving	\$4,128	Grace Raffa	\$7,115
Dawn LaManna	\$4,054	Kim Raniero	\$3,927
Nick Esposito	\$3,831	Renee Russo	\$3,927
Carla Lipari	\$4,315	Rita Schubach	\$5,103
		Tracey Suhey	\$3,927

4. Building and Grounds Supervisor

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Mr. John Porcino, as Building and Grounds Supervisor at a salary of \$67,153.00 for the 2016-2017 school year. All salaries are frozen at the 2015-2016 rates, salary pending completion of the teacher negotiations.

5. Office Personnel, Registered Nurse, Technology

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the re-employment and salaries of the following non-exempt tenured and non tenured office staff for the 2016-2017 School Year. All salaries are frozen at the 2015-2016 rates, pending completion of the teacher negotiations.

• Judy Miller, Business Office	\$44,199
• Michelle Adams, Business Office	\$45,240
• Kathie Festa, Superintendent’s Office	\$69,493
• Michael Ludwig, Technology Coord.	\$84,535
• Patrick Lundell, Technology Asst.	\$43,000
• Barbara Rominski, Regist. Nurse	\$21,180

Personnel Recommendations:

Introduced by: Mr. Egan	Seconded by: Mr. Lombardy
Mrs. Aschenbach: Aye	Mr. Egan: Aye
Mr. Lombardy: Aye	Mr. Freda: Aye
Resolutions Carried	

IV. CURRICULUM/PROGRAM

A. CURRICULUM APPROVALS

1. High Enrichment

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the High Enrichment Curriculum, effective for the 2016-2017 school year.

2. Grade 6 Science

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the Grade 6 Science Curriculum, completed in collaboration with the West Essex School Districts, effective for the 2016-2017 school year

B. CLUB APPROVALS FOR 2016-2017

Recommended Motion: that Board of Education, upon the recommendation of the Superintendent, approve the following clubs and 17 club advisors for the 2016-2017 school year at the stipend per contract, for a minimum of 15 sessions. Split positions will divide stipend evenly. Stipends are frozen at the 2015-2016 rate until completion of negotiations.

Art Club	1 per school
Communication Club	1 per school
Newspaper/Writing Club	1 per school
Yearbook Club	1 @ Churchill only
Jazz Club	1 @ Churchill only
Computer Club	1 @ Churchill only
Drama Club Director	1 @ Churchill only
Music Director for Drama Club	1 @ Churchill only
Homework Club K-3	5 @ Stevenson
Homework Club 4-6	3 @ Churchill
Student Council	1 per school

C. OUTSIDE VENDOR CONTRACTS 2016-2017

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve contracts for the following vendors to supply required therapy and evaluation services, as shown below, for all Fairfield Public School special education students (at home, in out-of-district schools, and within the Fairfield Schools) to meet IEP requirements, on an as needed basis, from July 1, 2016 through June 30, 2017. Fees per contract available in Business Office.

Vendor	Services covered in contract.
Caldwell Pediatric Therapy	Occupational and Physical Therapy
Bergen County Special Services, Sound Solutions	Audiology, Teacher of the Deaf and Hard of Hearing
Essex Regional Educational Services Commission	Home Instruction, CST Evaluations, Bilingual Evaluation, Participation in IEP meetings, Occupational and Physical Therapy
Hillmar, LLC, Ed. Spec.	Bilingual, Monolingual, CST evaluations, Occupational and Physical Therapy, Counseling, Speech, Participation in IEP meetings,
KDDS TOO, Inc. (#342)	ABA Therapy, ABA Coordination
Wellness and Rehabil. Services, LLC	Physical Therapy Services

D. DISTRICT MENTORING PLAN STATEMENT OF ASSURANCE SUBMISSION

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the submission of the 2016-2017 Mentoring Plan Statement of Assurance to the Department of Education. The complete plan manual does not require submission to the State.

Curriculum/Program Recommendations:

Introduced by: Mr. Lombardy Seconded by: Mr. Egan
 Mrs. Aschenbach: Aye Mr. Egan: Aye
 Mr. Lombardy: Aye Mr. Freda: Aye
 Resolutions Carried

V. PUPILS

A. OUT-OF-DISTRICT PLACEMENTS

1. Recommended Motion, that the Board of Education, upon the recommendation of the Superintendent approve the following out of district placements from July 1, 2016 through June 30, 2017, to meet IEP requirements. Therapies (i.e. ABA Home services, OT, PT, etc.) are included in tuition rate unless noted separately as additional costs through approved vendor contracts.

Case #	School	Rates
#342	Glenview Academy Extraordinary Services	\$322.46 per day (212 days) \$170.00 per day
#366	ECLC	\$271.43 per day (200 days)
#367	Chapel Hill School	\$330.72 per day (210 days)
#412	Sage Day School: Extended S.Y. ⇒ Sage Day School: 2016-2017 S.Y. ⇒	6/27/16 to 7/29/16: \$3,100 9/1/16 to 6/30/17: \$55,980

B. CHILD NUTRITION PROGRAM RECEIVING DISTRICTS

BE IT RESOLVED: that, in accordance with N.J.A.C. 6A:23A-18.5, the Board of Education of the Fairfield School District, Essex County, does not require the Gramon Schools (New Beginnings, Glenview Academy, Gramon School) to apply for and receive funding from the Child Nutrition Program for the 2016-2017 school year.

Pupils Recommendations:

Introduced by: Mr. Egan Seconded by: Mr. Lombardy
 Mrs. Aschenbach: Aye Mr. Egan: Aye
 Mr. Lombardy: Aye Mr. Freda: Aye
 Resolutions Carried

V. POLICY

A. Second Reading and Adoption of Policies/Regulations

Recommended Motion: that the Fairfield Board of Education upon the recommendation of the Superintendent, approve the second reading and approval of the following policy/Regulation revisions.

P 0167	Public Participation in Board Meetings	Revised
P 0168	Recorded Board Meetings	Revised
P 2422	Health and Physical Education	Revised Title only
P 2425	Physical Education	Abolished
P 2431 (M)	Athletic Competition	Revised
R 2431.2 (M)	Medical Exam Prior to Participation on a School-Sponsored Interscholastic/Intramural Team/Squad	Revised Title only
P&R 5111 (M)	Eligibility of Resident/Non-Resident Students	Revised
P&R 5310 (M)	Health Services	Revised
P&R 5330.01 (M)	Administration of Medical Marijuana	New
P&R 8462	Reporting Potentially Missing or Abused Children	Revised
P 8550	Outstanding Food Service Charges	Revised

B. First Reading of Policies/Regulations

Recommended Motion: that the Fairfield Board of Education upon the recommendation of the Superintendent, approve the first reading of the following Policy/Regulation revisions.

P1140	Affirmative Action Program (M)
P1523	Comprehensive Equity Plan (M)
P1530	Equal Employment Opportunities (M)
R1530	Equal Employment Opportunity Complaint Proc. (M)
P1550	Affirmative Action Program for Employment and Contract Practices (M)
P/R2200	Curriculum Content (M)
P2260	Affirmative Action Program for School and Classroom Practices (M)
P/R2411	Guidance Counseling (M)
P/R2423	Bilingual and ESL Education (M)
P2610	Educational Program Evaluation (M)
P5750	Equal Educational Opportunity (M)
P5755	Equity in Educational Programs and Services (M)

C. Job Description Revision: Behaviorist

Recommended Motion: that the Fairfield Board of Education upon the recommendation of the Superintendent, approve revisions to the Behaviorist job description, as well as the job title change to “coordinator of Behavioral Programs and Home Programming, which was originally approved at the May meeting, effective for the 2016-2017 school year.

Policy Recommendations:

Introduced by: Mrs. Aschenbach	Seconded by: Mr. Lombardy
Mrs. Aschenbach: Aye	Mr. Egan: Aye
Mr. Lombardy: Aye	Mr. Freda: Aye

Resolutions Carried

VI. FINANCE

A. NCLB CONSOLIDATED GRANT: FUNDS REFUSAL

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the refusal of NCLB Title III FY2017 funds in the amount of \$2,668, allocated under the NCLB Consolidated Grant.

B. NCLB CONSOLIDATED GRANT: ACCEPTANCE OF FUNDS AND SUBMISSION

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, accept the FY 2016 NCLB consolidated grant funds for Title II @ \$7,852, as well as Title I fund in the amount of \$38,814 and, in addition, approve the submission of the Fiscal Year 2017 NCLB Consolidated Grant application due to the State by July 1, 2016, pending change by State.

C. MINUTES APPROVAL

BE IT RESOLVED: that the minutes for May 24, 2016, public and executive sessions, be approved.

D. BILLS AND CLAIMS LIST AND PAYROLL APPROVAL

BE IT RESOLVED: that the attached Bills and Claims Lists and Payrolls be approved.

B&C List: May 25-June 10	\$ 161,247.55
B&C List: June 13	\$ 74,241.89
Payroll: May 27	\$ 340,330.55

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E. BOARD SECRETARY'S FINANCIAL REPORT ACCEPTANCE AND APPROVAL

BE IT RESOLVED: to approve and accept the Board Secretary's Financial Report for the month of May 2016.

F. BUDGETARY TRANSFER REPORT ACCEPTANCE AND APPROVAL

BE IT RESOLVED: to approve and accept the Budgetary Transfer Report for the month of May 2016.

G. BUILDING USE APPLICATIONS APPROVAL

American Red Cross	Sunday June 12
Churchill Parking Lot	11am-5pm
Overflow Parking	

H. BE IT RESOLVED: "to acknowledge that the School Bus Emergency Evacuation Drill for Stevenson School was held in accordance with NJAC 6A:27-11.2:"

Stevenson: May 12, 2016 Time: 8:40AM
Location: Parking lot of Stevenson School
All Routes were evacuated.
Supervised by: Dr. Michael Trabucco, Principal

Business Resolution Items A through H:

Introduced by: Mrs. Aschenbach	Seconded by: Mr. Lombardy
Mrs. Aschenbach: Aye	Mr. Egan: Aye
Mr. Lombardy: Aye	Mr. Freda: Aye

Resolutions Carried

2. COMMITTEE REPORTS

There were no committee reports.

3. OLD BUSINESS

Mr. Egan requested a reopening of the discussion on providing full time armed security in our schools in light of the recent incident in Orlando, Florida.

4. NEW BUSINESS

Mrs. Aschenbach requested consideration of using motor coaches instead of school buses for long distance class trips.

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

There were no public comments at this time.

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6. NEXT MEETING:

Tuesday August 2, 2016 at 7:00 PM in the Library of Stevenson School.

7. EXECUTIVE SESSION 8:05PM:

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: Mrs. Aschenbach

Seconded by: Mr. Lombardy

Voice Vote: All Ayes

8. ADJOURNMENT 11:50PM:

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

Introduced by: Mrs. Aschenbach

Seconded by: Mr. Lombardy

Voice Vote: All Ayes

Respectfully submitted,

Mr. Dan Saragnese
Interim Business Administrator/
Board Secretary