

Fairfield Board of Education  
Meeting Minutes  
Tuesday, January 22, 2019 at 7:30 P.M.  
Stevenson School - Library  
15 Knoll Road, Fairfield, NJ 07004

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. P. Freda    Seconded by: Mrs. Jandoli  
Mr. B. Egan    Aye    Mr. M. Sapienza    Aye    Mrs. A. Jandoli  
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 7:38 p.m.

*The public meeting was called to order at approximately 7:38 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. Brian Egan, Mrs. Andrea Jandoli,  
Mr. Michael Sapienza, Mr. Jeffrey Didyk,  
Vice President and Mr. Pat Freda, President

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

III. PUBLIC COMMENT ON: *AGENDA ITEMS ONLY*

There were no public comments

**STUDENT PRESENTATION**

A short recess was taken at 7:42 pm. The meeting reconvened at 7:47 pm.

IV. ENROLLMENT: January 12, 2019

Grade/School	Total Students 6/12/18	Total Students 1/12/19	
Preschool	57	31	-26
K – Stevenson	87	93	+6
1 – Stevenson	77	85	+8
2 – Stevenson	108	82	-26
3 – Stevenson	89	112	+23
SLD Class Churchill	N/A	4	+4
4 – Churchill	78	92	+14
5 – Churchill	94	80	-14
6 – Churchill	104	93	-11
Total:	694	672	-23

V. SSDS INVESTIGATIONS PERIOD #1

**Attachment A**

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the Student Safety Data System (SSDS) Investigations Report and the HIB Trainings and Programs Report, for Period #1: September 1, 2018 through December 31, 2018.

**SSDS/HIB Report Recommendations:**

Introduced By: Mr. B. Egan

Seconded by: Mrs. A. Jandoli

Mr. B. Egan Aye

Mrs. A. Jandoli Aye

Mr. M. Sapienza Aye

Mr. J. Didyk Aye

Mr. P. Freda Aye

Motion Carries

VI. PERSONNEL

A. Administration

School Safety Specialist Designee

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, retroactively approves Dr. Michael Trabucco to serve as the district’s School Safety Specialist, as required by the NJ Department of Education, for the 2018-2019 school year.

B. Substitutes

1. Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Brianna Salvemini, Part/Time P.E. Teacher, as a fully-qualified teacher/aide substitute, retroactively to December 17, 2018 for the 2018-2019 school year.

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

- Mary Jo Foti                      Secretary(currently PG/C Aide)
- Kathleen Altomare      Teacher/Aide
- Bianca DiFulco              Teacher/Aide
- Yolanda Collini              Aide

**Personnel Recommendations:**

Introduced By: Mr. B. Egan	Seconded by: Mrs. A. Jandoli
Mr. B. Egan Aye	Mrs. A. Jandoli Aye
Mr. M. Sapienza Aye	Mr. J. Didyk Aye
Mr. P. Freda Aye	
Motion Carries	

VII. PROGRAM AND CURRICULUM

A. Workshop Approval

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves attendance at the following workshops and also approves the reimbursement of registration and/or mileage, expenses, which are to be reimbursed, pending completion of the workshops and submission of the travel reports. \*Lodging and meals included.

Staff	Workshop	Date	Place	Registration*
Patel, S.	Mindfulness Certification	2/25/19	Parsippany	\$399
Fitzpatrick, L.	What's New in Children's Books	2/27/19	Fairfield	\$269
Tirrell, C.	Motivating the Unmotiv.	3/18/19	W. Orange	\$259

B. Intervention Handbook Approval

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the handbook for Multi-Tiered System of Supports (MTSS), Response to Intervention (RTI), and Intervention and Referral Services (I&RS), effective for the 2018-2019 school year. This was reviewed by the Curriculum Committee.

C. Good News

Stevenson School

- Kindergarten was busy in the month of December learning about many different holidays. A highlight was their Gingerbread Unit which included various gingerbread activities. The students decorated a family gingerbread at home and returned them to school for a bulletin board display. Gingerbread ornaments were made out of a special kindergarten mixture, which included glue and glitter. Each student also built and decorated their own gingerbread house at school with the help of their class mothers.
- First graders studied holidays throughout the year and were pleased to present their families with a personalized calendar as a holiday gift. The students will present their gingerbread stories at the January Board meeting.
- Second graders performed their holiday play titled, "Holiday Celebrations." They sang songs about different holiday traditions. Vita Scazafabo, Audriana Scalia, and Victoria Pereira were recently notified that they are the winners of a spooky story contest for a creative writing project done outside of school. Congratulations to the winners!
- Happy New Year! Third graders were on their first field trip of the year. Each child immersed themselves into the world of science at the Liberty Science Center! Students were able to test wind speeds of hurricanes at the Skyscraper, defy gravity in the Infinity Climber, enhance their sense of touch by crawling through the pitch black Touch Tunnel, draw with microbes, and work in a laboratory! At the end of the trip, students watched the 3D film titled "Oceans: Our Blue Planet," which taught the students all about the wonderful ocean life on their planet.
- The student council held a "guess how many" contest to benefit "The Wounded Warriors Foundation." Each guess cost \$1.00. Paul Winsor, a third grader, guessed exactly 176 peppermints in the jar. Mrs. Pero was the staff winner who guessed 160. They were awarded a \$15 gift card. The remaining \$275 was donated to the foundation. In addition to this event, each level of the "bird house" program met to make and build their own "winter" display on the school bulletin boards. Soon after, the boards were judged by secret staff members on their creativity, originality, and detail. The winning bulletin board was "Cocoa for Kindness" by the Blue Jays. This activity was a fun team building experience!
- HEP: First graders have begun coding! They are learning about debugging, which is an essential element of learning to program. This encounter, involving Blockly Based Coding, included working with puzzles that have been solved incorrectly. They needed to step through the existing code to identify errors, including incorrect loops, missing blocks, extra blocks, and blocks that were out of order.

Churchill School

- The fourth grade is enjoying a nonfiction unit in reading and writing. Learning about text structures and text features is always a blast. In writing, the students are working on informational writing tasks, including research writing. They are discovering the exciting world of space in the science and language arts units. Did you know that the earth is made of multiple different layers? They are also excited to continue their exploration of fractions in mathematics.

- The fifth graders are excited to construct and test out their Escape Rooms after weeks of planning and designing.
- Many students, within the sixth-grade class, participated in Buddy Day on January 8. They are happy to report that future West Essex band, chorus, and orchestra members practiced and performed songs with the current West Essex Middle School students! In addition, the sixth-grade students successfully kicked off their annual L.E.A.D. training on Monday, January 14. All sixth-graders will participate in this five-week program to gain a better understanding of how to become respectful members of the Fairfield community and to build a strong and long-lasting relationship with the Fairfield Police Department. Lastly, the West Essex Middle School Guidance Department visited Winston Churchill School on Tuesday, January 15, to discuss future class placement and to answer any questions.
- The enTREPpreneurS Team (TREP\$), a program that teaches students how to create their own business, kicked-off an assembly on Thursday, January 16, for all students. The team is comprised of Mrs. DeSordi, Ms. Tirrell, Mrs. Malinowski and Ms. Kirk. The students were told about TREP\$ and encouraged to sign up. A large number of student participants are anticipated and the first workshop meeting will be held before school on February 13. This program will be funded with the assistance of the Municipal Alliance.
- All grade levels have been completing different projects based on the art element of “value.” More specifically, the fourth graders have been combining this element with new lessons on one-point perspective to create a Salvador Dali inspired landscape. Fifth graders have been learning how to create value using paint. Sixth graders have been using the medium of pen-and-ink to create an abstract pinwheel of lines and shapes to show various tones of value. The Churchill artists look forward to displaying these pieces in the near future.

**Program and Curriculum Recommendations:**

Introduced By: Mr. J. Didyk	Seconded by: Mrs. A. Jandoli
Mr. B. Egan Aye	Mrs. A. Jandoli Aye
Mr. M. Sapienza Aye	Mr. J. Didyk Aye
Mr. P. Freda Aye	
Motion Carries	

**VIII. POLICY**

**A. Second Reading and Adoption of Policies and Regulations**

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the second reading and adoption of the following policies and regulations, in order to meet State mandates:

P&R 2220	Curriculum Content (M)	New
R 2510	Adoption of Textbooks	New
P 3130	Assignment and Transfer: Teaching Staff	New
P 4130	Assignment and Transfer: Support Staff	New
R 9180	School Volunteers	New

B. Uniform Memorandum of Agreement

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the Uniform Memorandum of Agreement, required for adoption and implementation for the 2018-2019 school year.

C. 2019-2020 School Calendar Approval

**Attachment B**

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the 2019-2020 School Calendar.

**Policy Recommendations:**

Introduced By: Mrs. A. Jandoli

Seconded by: Mr. B. Egan

Mr. B. Egan Aye

Mrs. A. Jandoli Aye

Mr. M. Sapienza Aye

Mr. J. Didyk Aye

Mr. P. Freda Aye

Motion Carries

IX. SUPERINTENDENT'S QUALITATIVE GOAL

BE IT RESOLVED that the Fairfield Board of Education has determined that the following Qualitative Merit Goal for Susan Ciccotelli, Superintendent of Schools, has been satisfied and was achieved during the 2018-2019 school year:

To increase teacher and staff understanding of the impact of mental illnesses on students' academic, social and emotional functioning within the school environment.

BE IT FURTHER RESOLVED that the Business Administrator/Board Secretary shall forward a certified copy of this resolution to the Essex County Interim-Superintendent of Schools in accordance with N.J.A.C. 6A:23A-3.1 (10) (iv); and

BE IT FURTHER RESOLVED that upon receipt of confirmation of satisfaction of the above goal from the Essex County Interim-Superintendent of Schools, the applicable Merit Bonus provisions shall be paid.

**Qualitative Goal Recommendations:**

Introduced By: Mrs. A. Jandoli

Seconded by: Mr. J. Didyk

Mr. B. Egan Abstained

Mrs. A. Jandoli Aye

Mr. M. Sapienza Aye

Mr. J. Didyk Aye

Mr. P. Freda Aye

Motion Carries

X. BUSINESS/FINANCE OFFICE RESOLUTIONS

1. Minutes Approval

**Attachment C**

BE IT RESOLVED that the Fairfield Board of Education approves the attached minutes from the January 3, 2019 Public & Executive Sessions.

2. Bills/Claims/Payrolls

**Attachment D**

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

Bills and Claims List	\$ 108,339.95
January 15, 2019 Payroll	\$401,619.13

3. Transfer of Funds

**Attachment E**

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

4. 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 periods of August 1, 2018-August 31, 2018, September 1, 2018-September 30, 2018, October 1, 2018-October 31, 2018, November 1, 2018-November 30, 2018 and December 1, 2018-December 31, 2018.

I hereby certify that for the period ending from September-December 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 July 31, 2018 after review of the Secretary's monthly financial report for July 2018 (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.

5. 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
Churchill Writing Club Churchill School Room 26	Wednesdays 2/13/19 – 5/29/19 3:30 P.M. – 4:30 P.M.

6. Committee Appointments

BE IT RESOLVED that the Fairfield Board of Education approves the following Chair Persons and Members for the committees approved at the re-organization meeting on January 3, 2019, for the 2019 year.

<b>Committees</b>	<b>Chair Persons</b>	<b>Members</b>
Buildings and Grounds	Brian Egan	Jeffrey Didyk
Curriculum/Technology	Jeffrey Didyk	Pat Freda
Finance	Brian Egan	Andrea Jandoli
Negotiations	Pat Freda	Jeffrey Didyk
Personnel	Jeffrey Didyk	Andrea Jandoli
Policy	Andrea Jandoli	Michael Sapienza
Special Education	Andrea Jandoli	Michael Sapienza
Liaison: HSA/Public Relations	Michael Sapienza	Andrea Jandoli
Liaison: Fairfield Township	Pat Freda	Brian Egan
NJ School Boards Delegate	Brian Egan	N/A
Essex School Boards/Legislative	Andrea Jandoli	N/A
Municipal Alliance Delegate	Pat Freda	N/A

7. School Physicians

BE IT RESOLVED that the Fairfield Board of Education approves Notch View Pediatrics Group to assume the duties as School Physicians, per State Requirement, at a yearly (calendar year) fee of \$4,000.00.

**Business/Finance Office Resolutions Items 1-7:**

Introduced By: Mr. B. Egan	Seconded by: Mr. J. Didyk
Mr. B. Egan Aye	Mrs. A. Jandoli Aye
Mr. M. Sapienza Aye	Mr. J. Didyk Aye
Mr. P. Freda Aye	

Motion Carries

XI. COMMITTEE REPORT

Mr. Didyk indicated that meetings with the FEA to discuss collective bargaining agreements have begun.

XII. OLD BUSINESS

None

XIII. NEW BUSINESS

None

XIV. PUBLIC COMMENTS: AGENDA AND NON-AGENDA ITEMS

None

XV. NEXT MEETING

BE IT RESOLVED that the next meeting will be held on February 26, 2019 at 7:30 P.M. in the Stevenson School Library.

XVI. ADJOURNMENT

There being no further business before the Board, the meeting adjourned at 7:54 pm.

Introduced By: Mrs. A. Jandoli	Seconded by: Mr. B. Egan
Mr. B. Egan Aye	Mrs. A. Jandoli Aye
Mr. M. Sapienza Aye	Mr. J. Didyk Aye
Mr. P. Freda Aye	

Motion Carries