

Fairfield Board of Education
Meeting Minutes
Wednesday, January 29, 2020 at 7:30 p.m.
Stevenson School - Library
15 Knoll Road, Fairfield, NJ 07004

Attachment B

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. Freda **Seconded by: Mr. Egan**
Mr. Egan Aye Dr. Sapienza Aye Mrs. Jandoli Aye
Mr. Didyk Aye Mr. Freda Aye
Motion Carries

II. OPEN MEETING – PUBLIC NOTICE OF MEETING

The Board reconvened from Executive Session and Mr. Didyk, President, presided and voiced the call to order at 7:32 p.m.

The public meeting was called to order at 7:32 p.m., by Mr. Didyk, 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. Pat Freda, Dr. Michael Sapienza, Vice-President and Mr. Jeffrey Didyk, President

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

III. PUBLIC COMMENT ON: *AGENDA ITEMS ONLY* None

STUDENT PRESENTATION: Stevenson Student Council

A short recess was taken at 7:38 p.m. The meeting reconvened at 7:43 p.m.

Presentation of Preliminary Floor Plans for Winston S. Churchill and Adlai E. Stevenson by Jerry Rubino Principal Architect of DiCara Rubino

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IV. ENROLLMENT: January 24, 2020

Grade/School	Total Students 9/1/2019	Total Students 1/24/20	
S.E. Home Program	1	1	0
Preschool	32	39	+7
K – Stevenson	98	105	+7
1 – Stevenson	92	93	+1
2 – Stevenson	88	90	+2
3 – Stevenson	83	79	-4
4 – Churchill	113	117	+4
5 – Churchill	92	97	+5
6 – Churchill	82	80	-2
Total:	681	701	+20

V. SSDS INVESTIGATIONS PERIOD #1

BE IT RESOLVED: 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, 2019 through December 31, 2019.

SSDS/HIB Report Recommendations:

Introduced by: Mr. Freda Seconded by: Mr. Egan
 Mr. Egan Aye Dr. Sapienza Aye Mrs. Jandoli Aye
 Mr. Didyk Aye Mr. Freda Aye
 Motion Carries

VI. PERSONNEL

A. Non-Certificated Staff: Salary Adjustments

- BE IT RESOLVED: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves salary adjustments for Maria Agostini, Mary Jo Foti, and Deanna Kendall to \$11.00 per hour, due to the raise in minimum wage as of January 1, 2020. Revised contracts will be issued.

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B. 2020-2021 School Calendar

Attachment A

BE IT RESOLVED: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the 2020-2021 School Year Calendar for the Fairfield Public Schools.

C. Home Instruction

BE IT RESOLVED: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Home Instruction for student #20241158 from Silvergate Prep, retroactively from January 6, 2020 @ \$61.85 per hour.

D. Field Trip

Attachment B

BE IT RESOLVED: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves a field trip to the Union County Performing Arts Center in Rahway.

E. Good News

Stevenson School

- This month, Student Council launched its first fundraiser of the year! The Council has been eagerly raising money for Stevenson's student fund by selling paper chain links to students and staff. Students enjoyed printing their name on each of the paper links they purchased. Council members donated their time to collect and assemble the links. These students also used their stellar math skills to count and record the money earned. With the help and support of the Stevenson School community, the Student Council has raised \$344.00 to date. These funds will go towards providing enriching activities for the entire student body. A big thank you from the Student Council to all of the students who helped to make the fundraiser a success! Check out the dazzling paper chain as it stretches down the yellow hallway...perhaps you'll recognize a name or two!
- The kindergarten students are happy to announce that they are the proud parents of twenty-four baby chicks. Students have been reading and writing about the life cycle of a chicken. Students met a farmer and got to see a live rooster and hen. After the eggs arrived, they were kept warm in an incubator and the students turned them daily. They could not wait to discover the color of the chicks' feathers and teach them how to eat and drink. It has been a very exciting month in Kindergarten!

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- First grade classes are working together to create a communication device using light and sound in Science. Students were inspired by Martin Luther King to discuss and write about their dreams for the future. First graders make predictions all year long in Language Arts, Math and Science, but this week; they will make the biggest prediction of all: Will the groundhog see his shadow?
- Second graders attended their first field trip to The Gagasphere! Students learned about the science of sports, including potential and kinetic energy. They participated in a hands-on lab where they built roller coasters for marbles. Some groups were even able to make their marbles loop! Then then got to experience science in motion as they played the games Gaga and Nine Square! An amazing time was had by all.
- Third grade students have been working hard on writing and publishing stories to go along with their new writing program. The students have been focusing on fiction and nonfiction stories, with each class doing something just a bit different. On Tuesday, January 21, students in the grade level walked around from classroom to classroom and read from a variety of fiction and non-fiction stories. They immersed themselves in different writing genres, and left positive notes for their peers! This was an exciting time for the students and a great way to end the unit.

Churchill School

- The fourth grade students are currently working on a non-fiction unit in reading. They have been researching about space and the planets in the solar system. They are working on a compare and contrast essay that discusses the similarities and differences between other planets in the solar system to our planet, Earth. Students are also learning how to identify text features, as well as text structure within different non-fiction texts.
- In writing, students are finishing the author study on Cynthia Rylant by creating their own narrative that reflects on a personal time in their life. Fictional elements, similar to the mentor texts they have read by Cynthia Rylant, are to be included. Students are using the strategies that they learned from Rylant to make their writing descriptive and appealing to readers.
- Students have been focusing on fractions in math. Within this unit, students have learned how to add and subtract fractions with like denominators, as well as mixed numbers. Students have also learned how to multiply a whole number by a fraction and also formulating equations based off of word problems.
- The fourth grade science unit involves studying different types of energy. Students have created closed circuits in class as an experiment to demonstrate the flow of electrical energy that can light a light bulb. Students have also been discussing the meanings of both potential and kinetic energy and have been experimenting with the movement of marbles to understand these terms.

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- The fifth grade students have just successfully completed their memoirs and are enthusiastically working on their literary analyses.
- Sixth graders received an exciting glimpse into the world of West Essex Middle School on Thursday, January 16. The seventh and eighth grade guidance counselors, Carly Crescibene and Lauren Macko, visited Churchill School to welcome the students to their future academic home. The presentation included a video tour of the school, advice from current middle school students, and welcome speeches from the principal, vice principal and other staff members. The assembly concluded with an informative question and answer session.
- The student Culture & Climate Team sold 83 kindness t-shirts and made \$180. They also ran a Hot Cocoa stand during the lunch periods and raised \$183. The students (and recess aides) loved the hot chocolate! The money made from these activities will be used to create Keep Calm kits for the classrooms.
- The staff Culture & Climate Team created school wide definitions for Grit and Growth Mindset. The students were taught the definitions through a Grit and Growth Mindset assembly presented by Mr. Santana. Teachers followed up with a Growth Mindset activity in their classroom.
- The Municipal Alliance sponsored two assemblies this month. The NED show reinforced the school- wide Grit and Growth Mindset theme. Sgt. Tom Rich presented a program to student and parents focusing on important tips for staying safe on-line.
- The TREPS sign-up opened and all 75 spots, plus a waiting list, were filled in under 90 minutes. The TREPS workshops will start in February and the Marketplace event will be on Thursday, March 26, 2020.

Program and Curriculum Recommendations:

Introduced by: Mr. Freda		Seconded by: Mrs. Jandoli			
Mr. Egan	Aye	Dr. Sapienza	Aye	Mrs. Jandoli	Aye
Mr. Didyk	Aye	Mr. Freda	Aye		
Motion Carries					

VIII. POLICY

A. Second Reading and Adoption of Policy #0151

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the second reading and adoption of Policy #0151 Organization Meeting.

Policy Recommendations:

Introduced by: Mrs. Jandoli Seconded by: Mr. Egan
Mr. Egan Aye Dr. Sapienza Aye Mrs. Jandoli Aye
Mr. Didyk Aye Mr. Freda Aye
Motion Carries

IX. BUSINESS/FINANCE OFFICE RESOLUTIONS

A. Minutes Approval

Attachment C

BE IT RESOLVED: that the Fairfield Board of Education, approves the attached minutes from the December 17, 2019 and January 7, 2020 Public & Executive Sessions.

B. Bills/Claims/Payrolls

Attachment D

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

Bills and Claims List	\$388,909.03
January 15, 2020 Payroll	\$425,408.78

C. Transfer of Funds

Attachment E

BE IT RESOLVED that the Fairfield Board of Education authorizes the transfers in the 2019-2020 budget, per details of the Transfers Report for December 2019, per state law, for the 2019-2020 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 December 1, 2019 through December 31, 2019.

I hereby certify that for the period ending December 2019 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

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Pursuant to N.J.A.C. 6A:23A-16.10(c)(4), the Fairfield Board of Education hereby certifies that as of December 31, 2019 after review of the Secretary's monthly financial report for December 2019 (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. Approval of School Facilities Projects Plan

WHEREAS, the Fairfield Board of Education in the County of Essex, New Jersey (the "Board"), seeks to submit a school facilities project to the New Jersey Department of Education consisting of the project set forth below:

- New Additions and Interior and Exterior Renovations to Adlai E. Stevenson and Winston S. Churchill Schools

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the planning and authorization of the Project;

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education in the County of Essex, New Jersey, as follows:

Section 1. In accordance with the requirements of Section 6A:26.3 et seq. of the New Jersey Administrative Code, the Board approves the preparation of Final Board Selected Plan Option Documents and the preparation of the necessary Educational Specifications, if applicable, by DiCara Rubino in connection with the Project, and Board further authorizes and directs the Architect to submit same to the New Jersey Department of Education and to the Essex County Superintendent of Schools for review and approval.

Section 2. The Board further authorizes and directs the submission of the Schematic Plans to the Municipal Planning Board for their review, to the extent required. This project is designated "Debt Service Aid" and will be seeking state funding.

Section 3. In accordance with the requirements of N.J.S.A. 18A:7G-4 (a), the Board approves an amendment to the Long Range Facilities Plan, as necessary to reflect the project, and to fulfill LRFP reporting requirements requiring a district to amend its LRFP at least once every five years to update enrollment projections, building capacities and health and safety conditions and approves the submission of such amendment to the New Jersey Department of Education.

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Section 4. The School Administration, including but not limited to, the Board President, the Superintendent and the Business Administrator/Board Secretary, and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in their resolution, including the submission of information to the New Jersey Department of Education as applicable to the proposed Project.

Section 5. This resolution shall take effect immediately.

F. Substitute Services Rates

BE IT RESOLVED that the Fairfield Board of Education confirms the rates of pay below, effective February 1, 2020 for the following Substitute Services until the next Reorganization meeting:

Teacher Holding a County Substitute Certificate	Non-consecutive: 7-hour day Day 1-25 \$93.00 for a 7-hour day Day 26 and on \$98.00 for a 7-hour day
Teacher Holding a Standard, COE or COE w/AS	From Day 1: \$103.00 for a 7-hour day
Teacher in Long Term Assignment (Must hold Standard, COE or COE w/AS) (Number of days in long term assignment are dependent upon subject area status)	Consecutive: 7-hour day Day 1-25 \$103.00 Day 26 to end of assignment \$207.00 Returns to \$103.00 at end of assignment
Nurse must hold a School Nurse Certificate	Non-consecutive: 7-hour day Day 1-25 \$93.00 for a 7-hour day Day 26 and on \$98.00 for a 7-hour day
Nurse in Long Term Assignment (Must hold Standard, COE or COE w/AS School Nurse Certificate)	Consecutive: 7-hour day Day 1-25 \$93.00/\$98.00 (dependent on sub's current rate) Day 26 to end of assignment \$207.00 Returns to \$98.00 at end of assignment
Secretary	\$12.39 per hour
All Aides (Playground or Classroom)	\$11.00 per hour (effective 1/1/20)
Custodian	Non-consecutive: \$13.42 per hour
Custodian in Long Term Assignment	Consecutive: Day 1-20 \$13.42 per hour Day 21 to end of assignment \$15.48 per hour Returns to \$13.42 at end of assignment
Custodial Summer Help	\$10.32 per hour

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G. Disposal of Broken and/or Outdated Equipment

WHEREAS, the Fairfield Board of Education is the owner of certain equipment which is no longer needed for district use; and

WHEREAS, the Fairfield Board of Education is desirous of disposing said equipment in an environmentally friendly manner; and

WHEREAS, eRevival, LLC is a NJDEP approved company that manages waste by de-manufacturing, recycling or refurbishing sale; and

WHEREAS, the Fairfield Board of Education has identified the following equipment to be disposed to eRevival, LLC:

Quantity	Make	Model	Description	Asset Tag #
55	Cisco	7911	IP Phone	N/A
1	LG		32" LCD Flatscreen TV	2066
1			DVD Player	N/A
1			VCR	N/A
1			Tube TV	

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education authorizes the Business Administrator to dispose of this equipment as listed above to eRevival, LLC.

H. Donation of Equipment

WHEREAS, the Fairfield Board of Education is the owner of certain equipment which is no longer needed for district use; and

WHEREAS, the Fairfield Board of Education is desirous of donating said equipment to Hazlet Township Public Schools and Caldwell-West Caldwell Board of Education; and

WHEREAS, the Fairfield Board of Education has identified the following equipment to be donated to Hazlet Township Public Schools and Caldwell-West Caldwell Board of Education:

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Phones			
Quantity	Make	Model	Description
3	Cisco	7962	IP Phone
20	Cisco	7942	IP Phone
5	Cisco	7911	IP Phone

I. Sale of Surplus Property

WHEREAS, the Fairfield Board of Education is the owner of certain surplus property which is no longer needed for public use; and

THEREFORE, BE IT RESOLVED that the Fairfield Board of Education is desirous of selling said surplus property listed below in an “as is” condition without express or implied warranties:

Quantity	Description
1	Clarke Clean Track 16’
1	Scissor Lift
1	Tomcat Floor Scrubber 2700
1	Ariens Snow Blower
1	Ford YT-16H Tractor
1	Charger 2500 BP Burnisher

The sale of surplus property shall be conducted through GovDeals pursuant to State Contract T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Fairfield Board of Education.

1. The sale will be conducted online and the address of the auction site is govdeals.com.
2. The sale is being conducted pursuant to Local Finance Notice 2008-09.
3. Surplus property to be sold, as listed above.
4. The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning the use of said property.
5. The Fairfield Board of Education reserves the right to accept or reject any bid submitted.

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J. Committee Appointments

BE IT RESOLVED that the Fairfield Board of Education approves the revised Committee Appointments, approved at the January 7, 2020 Reorganization Meeting, for the 2020 organizational year:

Committee	Chairperson	Member
Buildings & Grounds	Brian Egan	Jeffrey Didyk
Curriculum/Technology	*Pat Freda	*Michael Sapienza
Finance	Brian Egan	Andrea Jandoli
Negotiations	Pat Freda	Jeffrey Didyk
Personnel	*Andrea Jandoli	*Jeffrey Didyk
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

K. Gifts to the District

1. BE IT RESOLVED that the Fairfield Board of Education appreciatively accepts the gift of two (2) Global Industrial Medical Supply Security Cabinets with double key locks from Dr. Michael Sapienza in Fairfield, New Jersey.
2. BE IT RESOLVED that the Fairfield Board of Education appreciatively accepts the following gifts from the Fairfield Education Foundation:

Winston S. Churchill School:

Swing and Frame; Mat and Cover; Crash Pad and Cover; Stools (5)

Adlai E. Stevenson School:

Vibe Kit; Bean Bag; Stools (5); Alphabet Tiles, Alphabet Bots; Splash reading games, flash cards; Sensory gel pads (2), Scoop Rocker Seats (25 sets), Lap Weight, Sound Sponge Quiet Dividers (2), ELLA Complete Kit

Business/Finance Office Resolutions Items A-K:

Introduced by: Mr. Egan

Seconded by: Mrs. Jandoli

Mr. Egan Aye Dr. Sapienza - Abstain (K.1.), Aye (A-J & K.2.)

Mr. Didyk Aye Mr. Freda Aye Mrs. Jandoli Aye

Motion Carries

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X. OLD BUSINESS

None

XI. NEW BUSINESS

Susan Ciccotelli commented on thirty (30) Bleeding Control Kits provided by The New Jersey Department of Education, in partnership with University Hospital in Newark, NJ. The program will provide Bleed Control Kits and Bleed Control training to all public school districts.

XII. COMMITTEE REPORTS

Mr. Egan commented on the Buildings & Grounds Committee meeting that took place on January 29, 2020 with the district's Architect of Records. In this meeting the Proposed Plans that were presented at tonight's meeting were reviewed.

Mr. Egan also commented on Finance Committee and discussed how the Budget Calendar has been shared with the committee and how the Business office is currently working on the 20-21 Budget.

XIII. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

None

XIV. NEXT MEETING

BE IT RESOLVED that the next meeting will be held on February 27, 2020. Executive Session at 7:00 p.m. Public Session at 7:30 p.m. in the Library at Stevenson School.

XV. ADJOURNMENT

There being no further business before the Board, the public and executive sessions adjourned at 8:23 p.m.

Introduced by: Mr. Egan

Seconded by: Dr. Sapienza

Mr. Egan Aye Dr. Sapienza Aye Mrs. Jandoli Aye

Mr. Didyk Aye Mr. Freda Aye

Motion Carries