

***Fairfield Township School District  
Board of Education  
Regular Meeting Minutes  
August 25, 2016  
Fairfield Township School  
Cafeteria at 7:00 P.M.***

**Board of Education**

Ms. Michelle Kennedy  
*President*  
Ms. Alta Lloyd  
*Vice-President*  
Ms. Ruth Butler  
Ms. Mattie Gibbons  
Mr. Darlington Henry, Jr.  
Mr. Mark Henry, Sr.  
Ms. Marge Neild  
Ms. Treemanisha Stewart  
Ms. Robin Winrow

**Administration**

Dr. James Ruffin  
*Interim Superintendent*  
  
Ms. Janecia Smith  
*School Business Administrator*  
  
Mr. Frank DiDomenico  
*Solicitor*

# **Fairfield Township Board of Education**

**375 Gouldtown Woodruff Road**

**Bridgeton, NJ 08302**

**Regular Meeting Minutes**

**7:00 p.m. August 25, 2016**

## **I. A. Call to Order**

The meeting was called to order at 7:10 pm. with the Board Vice-President, Ms. Lloyd presiding.

Ms. Smith read the public meeting announcement - “ This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act," the Fairfield Board of Education on January 15, 2016 caused to be posted at the Office of the Board of Education located at 375 Gouldtown Woodruff Road, Bridgeton, New Jersey; sent to the SJ Times and Daily Journal; and faxed to the Office of the Municipal Clerk of Fairfield Township, and posted at the Post Office and Fairfield Township School, a meeting notice setting forth the time, date and location of this meeting.”

## **B. Flag Salute -**

Ms. Lloyd led the Flag salute.

### **1. Roll Call**

Members present at roll call: Ms. Mattie Gibbons-Peterson, Mr. Darlington Henry, Ms. Treemanisha Stewart, Ms. Robin Winrow and Ms. Alta Lloyd. Also present were: Interim Superintendent Dr. James Ruffin, Board solicitor Mr. Frank DiDomenico and School Business Administrator/Board Secretary Ms. Janecia Smith. Ms. Michelle Kennedy arrived at 7:30 p.m. Ms. Ruth Butler, Mr. Mark Henry, and Ms. Marge Neild were absent during the meeting.

## **II. READING AND APPROVAL OF THE MINUTES**

### **1. Regular/Executive Meeting**

Motion was made by Ms. Peterson and seconded by Ms. Winrow that the Board approve the minutes of the meeting noted below:

Special Meeting: August 4, 2016 (July 28, 2016 agenda)

**Motion carried.** Roll call was vote 3-2-0  
Ms. Treemanisha Stewart, and Ms. Mattie Peterson abstained

## **III. PUBLIC COMMENT /PRESENTATIONS**

### **A. Public Comment – Agenda Items Only**

## **IV. FINANCE & BUDGET**

### **A. Board Secretary’s Report (Attachment IVA)**

1. Board Secretary’s Report in accordance with 18A: 17-36 and 18A: 17-9 for the month of **June 2016**. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23-2.11 (c) 3 and those sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

2. Board Secretary in accordance with N.J.A.C. 6A:23 – 2.11 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

3. Board of Education Certification – pursuant to N.J.A.C. 6A:23 – 2.11 (c) 4, We certify that after review of the secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23 – 2.11 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

\_\_\_\_\_  
Janecia Smith/ Business Administrator

\_\_\_\_\_  
Date

Motion was made by Ms. Peterson and seconded by Ms. Winrow that the Board approve Financial Reports/Items 1, 2 and 3.

**Motion carried.** Roll call was vote 5-0-0

**B. Financial Items**

**1. Approval of Bills**

Motion was made by Ms. Peterson and seconded by Mr. Henry that the board approve the payment of bills noted below and that the Business Administrator be authorized to process additional invoices for payment for the current fiscal year with Board confirmation at the next regular meeting.

<b>July 2016 Bill List (Attachment IVB1)</b>	<b>\$ 23,673.51</b>
<b>July 2016 Payroll</b>	<b>\$ 73,440.48</b>
<b>July 2016 Food Service</b>	<b><u>0.00</u></b>
	<b>\$ 97,113.99</b>

**Motion carried.** Roll call was vote 5-0-0

**2. Resolution of Budgetary Transfers (Attachment IVB2)**

Motion was made by Ms. Winrow and seconded by Ms. Peterson that the board approve budgetary transfers and expenditure account transfers for the year end 2015-2016 school year in the attachment

**Motion carried.** Roll call was vote 5-0-0

**3. Houghton Mifflin Harcourt Agreement – 2015 GO Math Consumable Textbooks**

Motion was made by Ms. Winrow and seconded by Ms. Peterson that the board approve multi- year standard purchase agreement between Houghton Mifflin Harcourt Publishing Company and Fairfield Township Public School in the amount of **\$39,004.08** to be paid in installment payments. First payment to be paid in 2016-2017 in the amount of **\$17,000** no later than 30 days upon receipt of invoice. Second payment to be paid no later than September 30, 2017 in the amount of **\$22,004.08**

**Motion carried.** Roll call was vote 5-0-0

**V. REPORT OF THE SUPERINTENDENT (08/25/2016)**

The Superintendent submits the following recommendations:

**A. PERSONNEL**

**1. Student Council Advisor (Attachment VA 1)**

Motion was made by Ms. Winrow and seconded by Ms. Peterson that the board approve Mrs. Patricia Turner for the position of Student Council Advisor for the 2016-2017 school year.

**Motion carried.** Roll call was vote 5-0-0

**2. Honor Society Advisor (Attachment VA 2)**

Motion was made by Ms. Winrow and seconded by Ms. Peterson that the board approve Mrs. Darlene Hunt for the position of Honor Society Advisor for the 2016-2017 school year.

**Motion carried.** Roll call was vote 5-0-0

**3. Soccer Coach (Attachment VA 3)**

Motion was made by Ms. Winrow and seconded by Ms. Peterson that the board approve Mr. Derrick Mosley for the position of Soccer Coach for the 2016-2017 school year.

**Motion carried.** Roll call was vote 5-0-0

**4. Cheerleading Coach (Attachment VA 4)**

Motion was made by Ms. Winrow and seconded by Mr. Henry that the board approve Mrs. Darlene Hunt for the position of Soccer Coach for the 2016-2017 school year.

**Motion carried.** Roll call was vote 5-0-0

**5. MD K-3rd Grade Teacher**

Motion was made by Ms. Winrow and seconded by Ms. Peterson that the board approve the appointment of Nicole Peitronudo as a full-time MD K-3rd grade teacher for the 2016-2017 school year, beginning on or before September 1, 2016 at an annual salary of \$53,137.00 (BA Step-4) including benefits, pending receipt of all necessary paperwork.

**Motion carried.** Roll call was vote 5-0-0

**6. School Psychologist - TABLED**

Motion was made by Ms. Peterson and seconded by Ms. Winrow that the board approve the appointment of Mary Atwood as a full-time School Psychologist for the 2016-2017 school year, beginning on or before September 1, 2016 at an annual salary of \$57,627 including benefits, pending receipt of all necessary paperwork including the National Certification for School Psychologist.

**Motion carried.** Roll call was vote 5-0-0

**7. Salary Adjustment: Rachel R. Reinhart (Attachment VA7)**

Motion was made by Ms. Winrow and seconded by Ms. Peterson that the board approve Rachel R. Reinhart from (BA Step 5) at a salary of \$ 54,327.00 to (MA Step 5) at a salary of \$57,409.00, effective September 1st, 2016.

**Motion carried.** Roll call was vote 5-0-0

**8. School Anti-Bullying Specialist**

Motion was made by Ms. Winrow and seconded by Ms. Peterson that the board approve to appoint Angela Best, School Psychologist as the School Anti-Bullying Specialist for the 2016-2017 school year.

**Motion carried.** Roll call was vote 5-0-0

**9. Substitute Teacher**

Motion was made by Ms. Winrow and seconded by Ms. Peterson that the board approve Ms. Olivia Taylor for the position of Substitute Teacher for the 2016-2017 School year at a daily rate of \$100.00 pending receipt of all necessary paperwork.

**Motion carried.** Roll call was vote 5-0-0

**SCHOOL ACTIVITIES**

**B. CURRICULUM / INSTRUCTION –**

**1. Language Arts Literacy Curriculum Revision**

**(Attachment VC1 – Available in Board Office for Board Member Review)**

Motion was made by Ms. Winrow and seconded by Ms. Peterson that the board approve the Language Arts Literacy Curriculum revisions for Kindergarten - 8<sup>th</sup> Grade.

**Motion carried.** Roll call was vote 5-0-0

**2. Science Curriculum Revision**

**(Attachment VC2 – Available in Board Office for Board Member Review)**

Motion was made by Ms. Winrow and seconded by Ms. Peterson that the board approve the Science Curriculum revisions for 6<sup>th</sup> -8<sup>th</sup> Grade to reflect Next Generation Science Standards.

**Motion carried.** Roll call was vote 5-0-0

**3. Character Education Curriculum Revision**

**(Attachment VC3 – Available in Board Office for Board Member Review)**

Motion was made by Ms. Winrow and seconded by Ms. Peterson that the board approve the Character Education Curriculum revisions for grades 1<sup>st</sup> - 8<sup>th</sup> Grade.

**Motion carried.** Roll call was vote 6-0-0

**4. School Fundraisers –**

Motion was made by Ms. Winrow and seconded by Ms. Peterson that the board approve the following school fundraisers as listed below: (Attachment VB4- Student Council Honor Society Packet)

**Motion carried.** Roll call was vote 6-0-0

<b>Contact Person (s)</b>	<b>Activity</b>	<b>Date</b>	<b>Purpose</b>
Patricia Turner and Darlene Hunt	Students pay \$1.00 to wear designated color for each month	September, 2016 to June, 2017	Supporting Student Council and Honor Society Safety Patrol
Patricia Turner and Darlene Hunt	Sell Snacks at the school at all school activities for the 2016-2017 school year. (Example: Basketball games, shows, parent night etc)	September, 2016 to June, 2017	Fundraising Activity supporting Student Activity Fund.
Patricia Turner and Darlene Hunt	5 <sup>th</sup> – 8 <sup>th</sup> Grade Back-to-School Dance 6:8 pm \$2.00 admission	September 23, 2016	Supporting Student Activity Fund
Patricia Turner and Darlene Hunt	3rd-4th Grade Dance	September 30, 2016	Supporting Student Activity Fund
Patricia Turner and Darlene Hunt	Sell Kid Stuff Coupon Books	October 3, 2016 to October 14, 2016	Supporting Student Activity Fund for 8 <sup>th</sup> Grade Activities and Yearbooks.
Patricia Turner and Darlene Hunt	1 <sup>st</sup> -2 <sup>nd</sup> Grade After-school Dance - \$1.00 admission .25 Snacks	October 21, 2016	Supporting Student Activity Fund
Patricia Turner and Darlene Hunt	5 <sup>th</sup> – 8 <sup>th</sup> Grade Costume Halloween Dance	October 28, 2016	Supporting Student Activity Fund
Patricia Turner and Darlene Hunt	Scholastic Book Fair	November 21, 2016 to November 29, 2016	Supporting Honor Society and Safety Patrol Council, Activity Fund, Safety Patrol
Patricia Turner and Darlene Hunt	3-4 Grade Dance	December 9, 2016	Supporting Student Activity Fund
Patricia Turner and Darlene Hunt	Masquerade Dance	January 27th, 2017	Supporting Student Activity Fund
Patricia Turner and Darlene Hunt	Scholastic Book Fair	March 3, 2017 to March 21, 2017	Supporting Honor Society and Student Council, Activity Fund and Safety Patrol
Patricia Turner and Darlene Hunt	1 <sup>st</sup> -2 <sup>nd</sup> Grade Dance	January 13, 2017	Student Activity Fund
Patricia Turner, Darlene Hunt and Gerri Lane	Spring Fundraiser – Joe Corbi Pizza and other foods	January 23, 2017 to February 3, 2017	Supporting Student Activity Fund
Patricia Turner and Darlene Hunt	3 <sup>rd</sup> – 4 <sup>th</sup> Grade Dance	June 10, 2016	Supporting Student Activity Fund
Patricia Turner and Darlene Hunt	1 <sup>st</sup> – 2 <sup>nd</sup> Grade Dance	February 24, 2017	Supporting Student Activity Fund
Patricia Turner and Darlene Hunt	5 <sup>th</sup> -8 <sup>th</sup> Grade Dance	March 17, 2017	Supporting Student Activity Fund
Patricia Turner and Darlene Hunt	Book Sale : Students sell T-Shirts and other Spring/Summer items	March 20, 2017 to April 5 <sup>th</sup> , 2017	Supporting Student Activity Fund
Patricia Turner and Darlene Hunt	3 <sup>rd</sup> -4 <sup>th</sup> Grade Dance	April 28, 2017	Supporting Student Activity Fund
Patricia Turner and Darlene Hunt	Mother's Day Dessert	May 10, 2017	Supporting Student Activity Fund
Patricia Turner and Darlene Hunt	Father's Day Dessert	May 24 <sup>th</sup> , 2017	Supporting Student Activity Fund

## STUDENT MATTERS – NONE

### B. BUILDING USE

Motion was made by Ms. Stewart and seconded by Ms. Peterson that the board approve the request for building use as indicated below:

(Attachment VB4 - Student Council Honor Society Packet)

Applicant	Activity	Admission Charge	Location	Date/Time
Patricia Turner and Darlene Hunt	5 <sup>th</sup> -8 <sup>th</sup> Grade Dance	\$2.00	Cafeteria	September 23, 2016/ 5:00pm to 8:30pm
Patricia Turner and Darlene Hunt	3 <sup>rd</sup> -4 <sup>th</sup> Grade Dance	\$1.00	Cafeteria/Podium	September 30 <sup>th</sup> , 2016 3:00pm to 5:15pm
Patricia Turner and Darlene Hunt	1 <sup>st</sup> -2 <sup>nd</sup> Grade Dance	\$1.00	Cafeteria/Podium	October 21, 2016 3:20pm to 4:45 pm
Patricia Turner and Darlene Hunt	5 <sup>th</sup> – 8 <sup>th</sup> Grade Halloween Dance	\$2.00	Cafeteria	October 28, 2016 6:00pm to 8:00pm
Patricia Turner and Darlene Hunt	Grand Parents Thanksgiving Dinner	\$0.00	Cafeteria, Podium, Parking Lot	November 9, 2016 6:00pm to 8:00pm
Patricia Turner and Darlene Hunt	3 <sup>rd</sup> – 4 <sup>th</sup> Grade Dance	\$1.00	Cafeteria	December 9, 2016 3:00pm to 5:30 pm
Patricia Turner and Darlene Hunt	Masquerade Dance	\$5.00	Cafeteria	January 27, 2017 5:00pm to 9:00pm
Patricia Turner and Darlene Hunt	1 <sup>st</sup> -2 <sup>nd</sup> Grade Dance	\$1.00	Cafeteria/Podium	January 13, 2017 3:00pm to 5:00pm
Patricia Turner and Darlene Hunt	3 <sup>rd</sup> – 4 <sup>th</sup> Grade Dance	\$1.00	Cafeteria	February 10, 2017 3:00pm to 5:30pm
Patricia Turner and Darlene Hunt	1 <sup>st</sup> – 2 <sup>nd</sup> Grade Dance	\$1.00	Cafeteria	February 24, 2017 3:00pm to 5:30pm
Patricia Turner and Darlene Hunt	5th -8th Grade Dance	\$2.00	Cafeteria	March 17, 2017 4:00pm to 8:30pm
Patricia Turner and Darlene Hunt	3 <sup>rd</sup> -4 <sup>th</sup> Grade Dance	\$1.00	Cafeteria	April 28, 2017
Patricia Turner and Darlene Hunt	1 <sup>st</sup> – 2 <sup>nd</sup> Grade Dance	\$1.00	Cafeteria	May 5 <sup>th</sup> , 2017 3:20pm – 4:45pm
Patricia Turner and Darlene Hunt	Mother's Day Desert	\$2.00	Cafeteria	May 10, 2017 6:00pm -7:30pm
Patricia Turner and Darlene Hunt	Father's Day Dessert	\$2.00	Cafeteria	May 24, 2017 6:00pm – 7:30pm
Patricia Turner and Darlene Hunt	Honor Society Induction	\$0.00	Cafeteria	June 8, 2017 6:00 PM– 8:00 PM

**\*\*\*If applicable, approval is contingent upon receipt of Proof of Insurance and all other necessary paperwork\*\*\***

**Motion carried.** Roll call was vote 6-0-0

**C. Assistant Principals' Report**

**Respectfully Submitted,**

**Dr. Ja'Shanna Jones**  
*Assistant Principal*

**G. OTHER - NONE**

**Respectfully submitted,**

Dr. James Ruffin, Interim Superintendent

**VI. PUBLIC COMMENT – Non-Agenda Items**

**VII. COMMITTEE REPORTS**

**A. Committee Updates**

**Finance**

**Facilities and Future Planning**

**Curriculum & Student Life**

**Personnel/Policy**

**Negotiations**

**Liaison to Township**

**Solicitor - Updates**

**Board Secretary/Business Administrator - Updates**

**Superintendent - Updates**

**VIII. DISCUSSION/PRESENTATION – NONE**

**IX. EXECUTIVE SESSION**

Motion to enter Executive Session at \_\_\_\_\_ p.m. for the purpose of \_\_\_\_\_

Motion:                      Second:

Roll Call            Ms. Butler, Ms. Gibbons, Mr. D. Henry, Mr. M. Henry,  
                                 Ms. Kennedy, Ms. Lloyd, Ms. Neild, Ms. Stewart, Ms. Winrow

Resolution for Executive Session:

Whereas Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances, and whereas this public body is of the opinion that such circumstances presently exist. Now, therefore, be it resolved by the Fairfield Township Board of Education, County of Cumberland, State of New Jersey, as follows:

1. The public shall be excluded from discussion and action upon hereafter specified subject matters. They are:
  - a. Any matter which by express provision of federal law or state statute or rule of court shall be rendered confidential.
  - b. Matters dealing with Federal Funding.



c. Discussion of any materials, the disclosure of which would constitute an unwarranted invasion of individual privacy.

d. Matters dealing with collective bargaining.

e. Matters dealing with the sale or purchase of public land.

f. Discussion of any pending or anticipated litigation or contract negotiation.

2. It is anticipated at this time that above stated subject matter will be made public when confidentiality is no longer required.

This resolution shall take effect immediately. Approximate time \_\_\_\_\_ minutes.

*( See Addendum on Separate Page)*

**X. ADJOURNMENT -**

Motion made by Ms. Winrow and second by Ms. Peterson to adjourn meeting at 8:30 p.m.

**All in Favor:** Yes 6-0-0