

*Fairfield Township School District
Board of Education
Regular Meeting Minutes
July 23, 2015
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. Wanda Carter
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. July 23, 2015

I. A. Call to Order

The meeting was called to order at 7:00 pm. with the Board Vice President, Ms. Lloyd, presiding.

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 13, 2015 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.

C. Roll Call

Members present at roll call were: Ms. Butler, Ms. Gibbons, Mr. Darlington Henry arrived at 7:05pm , Mr. Mark Henry, Ms. Stewart, Ms. Winrow, and Ms. Lloyd. Also present were: Superintendent/Principal Dr. Wanda Carter and School Business Administrator/Board Secretary Ms. Janecia Smith, and Solicitor Mr. Frank DiDomenico. Members absent: Ms. Neild and Ms. Kennedy

II. READING AND APPROVAL OF THE MINUTES

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

1. Regular Meeting

Regular Meeting: June 25, 2015

Motion carried. Roll call vote was 5-0-2.

Abstained: Ms. Butler and Mr. Mark Henry

III. PUBLIC COMMENT /PRESENTATIONS

A. Public Comment – Agenda Items Only

Jeffrey Ortman, Assistant Principal - Thanked the Board of Education for the opportunity to have worked for Fairfield Township Board of Education. He also thanked Dr. Carter and other staff.

Dr. Carter introduces presenter

B. Presentation - by Sue Bacon on Child Assault Prevention, County Coordinator for the

Child Assault Prevention Program (CAP)

Bullying Program

Board member questioned how are the children grouped in the program

Dr. Carter questioned waiver, response was the letter would come from our office saying what percentage of children in the district are receiving free lunches.

IV. FINANCE & BUDGET

A. Financial Items

1. Approval of Bills

Motion was made by Ms. Gibbons and seconded by Mr. Mark Henry that the Board approve the payment of bills noted below.

June 2015 Bill List (Attachment IVA1)	\$ 449,307.69	
June 2015 Payroll	\$ 628,690.63	
June 2015 Food Service	\$ 28,449.39	
	<u>\$1,106,447.71</u>	- Total

Motion carried. Roll call vote was 7-0-0.

2. Resolution of Budgetary Transfers (Attachment IVA2)

Motion was made by Ms. Gibbons and seconded by Mr. Mark Henry that the Fairfield Township Board of Education, upon the recommendation of the Superintendent, hereby ratifies and affirms the transfers in line accounts in accordance with the list submitted June 18, 2015 thru June 30, 2015.

Motion carried. Roll call vote was 7-0-0.

3. Designation of 2015-2016 Depository

Motion was made by Ms. Butler and seconded by Mr. Mark Henry for the Board to approve Cape Bank, FSB as the designated depository for the 2015-2016 school year.

Motion carried. Roll call vote was 7-0-0.

4. Designation of Depository and Signatures for Signing of School Warrants

Motion was made by Mr. Mark Henry and seconded by Ms. Winrow to designate the following accounts and the signatures required for each account with designated depositories: Cape Bank, FSB

Account	Signatures
a. General Fund Account (3 of 4 Signatures)	Board President, Board Vice President, Board Sec, Superintendent
b. Payroll Agency (2 of 4 Signatures)	Board President, Board Vice President, Board Sec, Superintendent
c. Payroll (2 of 4 Signatures)	Board President, Board Vice President, Board Sec, Superintendent

- d. Student Activity Accounts (2 of 4 Signatures) Board Sec, Superintendent, Assistant Principal Pre K-4, Assistant Principal 5-8
- e. Cafeteria (2 of 4 Signatures) Board President, Board Vice President, Board Sec, Superintendent
- f. Capital Reserve (3 of 4 Signatures) Board President, Board Vice President, Board Sec, Superintendent
- g. School Facility Project (3 of 4 Signatures) Board President, Board Vice President, Board Sec, Superintendent
- h. Investment (3 of 4 Signatures) Board President, Board Vice President, Board Sec, Superintendent

Motion carried. Roll call vote was 7-0-0.

5. 8th Grade Valedictorian & Salutatorian Awards (Attachment IVA5)

Motion was made by Ms. Gibbons and seconded by Mr. Mark Henry that the board accept, with gratitude, the donations (as attached) to fund the Valedictorian & Salutatorian awards.

Motion carried. Roll call vote was 7-0-0.

6. 2015-2016 Educational Service Student Contract (Attachment IVA6)

Motion was made by Ms. Gibbons and seconded by Mr. Mark Henry that the Board approve the 2015-2016 Contract for student SID #5602044096 for Educational Services, start date 9/1/15 thru 6/30/16 at a cost of \$1,900.00.

Motion carried. Roll call vote was 7-0-0.

7. 2015-2016 “No Child Left Behind” Application (Attachment IVA7)

Motion was made by Ms. Gibbons and seconded by Ms. Winrow that the Board approve the 2015-2016 “No Child Left Behind” Application in the amount of \$388,674.00 for the following:

Title I \$340,237.00
Title IIA \$ 48,437.00

Motion carried. Roll call vote was 7-0-0.

8. 2015-2016 Title I Instructors

Motion was made by Ms. Gibbons and seconded by Mr. Mark Henry that the Board approve the following as Title I Instructors for the 2015-2016 school year:

- 1. Bobbi Kukal**

- 2. **Reneé Ring**
- 3. **Jennifer Burgess**
- 4. **Joshua Hall**
- 5. **Sarah Ferrari**
- 6. **Stefanie Wheaton**
- 7. **Patricia Turner**
- 8. **William Young**

Motion carried. Roll call vote was 7-0-0.

9. 2015-2016 IDEA Application (Attachment IVA9)

Motion was made by Ms. Gibbons and seconded by Mr. Mark Henry that the Board approve the **“2015-2016 IDEA Grant” Application** in the amount of \$205,613.00.

IDEA Basic \$200,067.00
IDEA Preschool \$ 5,546.00

Motion carried. Roll call vote was 7-0-0.

10. Out-of-District Placement

Motion was made by Ms. Gibbons and seconded by Mr. Mark Henry that it is recommended that the Board approve the request for the Out-Of-District placement for **SID #7246707098**, to attend SCSSSD – Cumberland Campus for the school year 2015-2016, effective 9/3/15 at an annual tuition of \$40,977.00.

Motion carried. Roll call vote was 7-0-0.

V. REPORT OF THE SUPERINTENDENT (07/23/2015)

The Superintendent submits the following recommendations:

A. PERSONNEL

1. Workshops

Motion was made by Ms. Gibbons and seconded by Ms. Winrow that it is recommended that the following individuals be approved to attend the workshops listed below:

(Travel reimbursement will be given per negotiated contract.)

Name	Sponsor/Workshop/Location	Cost	Date(s)
Ashley Schilling	“Regional Training Session for Certification and Professional Development” – NJDOE Office of Certification and Induction – Sewell, NJ	\$10.60 (Mileage Only)	07/28/2015
Debra Clark	“Administrative Assistants Conference” – NST – Cherry Hill, NJ	\$25.31 (Mileage Only)	07/30/2015
Ja’Shanna Jones	“RAC Summer Institute” – RAC – Galloway, NJ	\$23.62 (Mileage Only)	08/12/2015
Debra Clark	“HR Law 2015” – NST – Atlantic City, NJ	\$23.77 (Mileage Only)	08/31/2015
Lisa Niemi	“NSTA Area Convention” – National Science Teacher Association (NSTA) – Philadelphia, PA	\$264.82 (Registration & Mileage)	11/12/2015 & 11/13/2015

Motion carried. Roll call vote was 7-0-0.

2. Personnel Resignation (Attachment VA2)

Motion was made by Ms. Gibbons and seconded by Mr. Mark Henry that it is recommended that the Board approve the resignation of Jeffrey Ortman, Assistant Principal, effective September 13, 2015 or sooner, pending the availability of a replacement.

Motion carried. Roll call vote was 7-0-0.

B. SCHOOL ACTIVITIES - NONE

C. CURRICULUM / INSTRUCTION

1. K-8 CAP’s Bullying Prevention Program (Attachment VC1) TABLED

Motion was made by Ms. Gibbons and seconded by Mr. Darlington Henry that it is recommended that the Board table the participation of the K-8 CAP’s Bullying Prevention Program as attached, at an estimated maximum cost of \$3,548.50.

Motion Tabled. Roll call vote was 7-0-0.

2. Elementary, Teen & Special Needs CAP Grant Application (Attachment VC2)

Motion was made by Mr. Mark Henry and seconded by Ms. Gibbons that it is recommended that the Board approve the participation and application of the Elementary, Teen & Special Needs CAP Grant as attached, at no cost to the district.

Motion carried. Roll call vote was 7-0-0.

3. FYI - EdConnect Program (Attachment VC3) Information item

Notice to the Board: At the recommendation of the Regional Achievement Center (RAC), Fairfield Township School District will be piloting the EdConnect Program assessment database for Region 7 for mathematics for the 2015-2016 school year, at no cost to the district.

4. Nursing Services Plan (Attachment VC4)

Motion was made by Mr. Mark Henry and seconded by Ms. Winrow that it is recommended that the Board approve the 2015-2016 Nursing Services Plan as attached.

Motion carried. Roll call vote was 7-0-0.

5. Early Childhood Open House Proposal (Attachment VC5)

Motion was made by Mr. Mark Henry and seconded by Ms. Winrow that it is recommended that the Board approve the Early Childhood Open House proposal, as attached.

Motion carried. Roll call vote was 7-0-0.

D. STUDENT MATTERS – NONE

E. BUILDING USE – NONE

F. ASSISTANT PRINCIPALS’ REPORT

**Fairfield Township School
For the Month/Year: June 2015**

1. Student Attendance Percentage: 98%

2. Enrollment Data:

Grades	PK	K	1	2	3	4	5	6	7	8	SC	Total
Prior Year	120	63	74	61	39	41	49	55	55	56	6	619
Prior Month	120	69	62	71	67	42	40	48	55	52	12	638
Current Month	120	69	61	69	61	41	39	50	55	54	14	633

3. Fire Drill Report:

June 1 1:15 PM

4. Shelter in Place:

June 5 2:15 PM

5. Professional Development and In-Service: None

6. Field Trips:

June 2 Great Adventure Safety Patrol

7. Special Programs:

June 1 Parent Day Activities Grade PK
June 4 Graduation Picture Day Grade 8

June 5	Color Day – Favorite T-Shirt	All Grades
June 5	CRHS Choir	Grades 3-8
June 9	Parent Day Activities	Grade K
June 10	Awards Banquet	Grade 8
June 11	Honor Society Induction	Honor Society
June 11	Field Day	PK & K
June 12	Field Day	Grade 1-2 & 6-8
June 17	Student Council & Honor Society Party	SC & HC
June 18	Talent Show	Grades 5-8
June 22	Moving Up Ceremony	PK & K
June 24	Graduation	Grade 8

8. Discipline Report: (Attachment VF8)

9. Counselor Services for the Month: (Attachment VF9)

10. Supervision:

All Summative Evaluations Completed by June 25

11. Nurses Report: (Attachment VF11)

12. Parent Teacher Organization Activities:

June 10 PTA Meeting

Respectfully Submitted,

Dr. Ja'Shanna Jones
Assistant Principal

Mr. Jeffrey Ortman
Assistant Principal

G. OTHER - NONE

Respectfully submitted,

Dr. Wanda Carter, *Superintendent*

VI. PUBLIC COMMENT – Non-Agenda Items

VII. COMMITTEE REPORTS

A. Committee Updates

Finance

Facilities and Future Planning

Mr. Darlington Henry updated the board about the walking track the same color as the tennis and basketball courts, the color was the royal blue with white lines, waiting on the quotes to see if it is feasible. Discuss the logo for the gymnasium. Board members agree on logo that is on student handbook.

Curriculum & Student Life
Personnel/Policy
Negotiations
Liaison to Township
Solicitor – Mr. DiDomenico updated the board about upcoming arbitration matters
Board Secretary/Business Administrator - Updates
Superintendent – Updates

VIII. DISCUSSION/PRESENTATION – NONE

IX. ADDENDUM

1. 2014-2015 Audit Closeout

Motion was made by Ms. Gibbons and seconded by Ms. Winrow that it for the Board to approve Herbert Schectman to work three (3) days at his per diem rate, \$500.00, to complete the 2014-2015 Audit Closeout as recommended by Nightlinger, Colavita & Volpa, P.A.

Motion carried. Roll call vote was 7-0-0.

2. World Language (Spanish) Teacher Appointment

Motion was made by Mr. Mark Henry and seconded by Ms. Winrow that it is recommended that the Board approve the appointment of Eduardo Aguirre as World Language (Spanish) Teacher for the 2015-2016 school year, beginning on September 1, 2015 through June 30, 2016, at MA Step 1, \$54,012.00, pending receipt of all necessary paperwork.

Motion carried. Roll call vote was 7-0-0.

3. Substitute Teacher

Motion was made by Mr. Mark Henry and seconded by Ms. Winrow that it is recommended that the Board approve the following Substitute Teacher for the 2015-2016 school year at the listed rate of pay per day, pending the receipt of all necessary paperwork:

- Keisha Nobles - \$80.00 per day

Motion carried. Roll call vote was 7-0-0.

4. Debris Cleanup - TABLED

Motion was made by Ms. Gibbons and seconded by Mr. Mark Henry that it for the Board to table the Fairfield Township Maintenance Department, as approved by the Fairfield Township Committee on Tuesday, July 21, 2015, to assist with the cleanup of debris on Fairfield Township School property, with the agreement that Fairfield Township School District will bear the cost of the dumpster tipping fees, not to exceed \$2,000.00.

Motion Tabled. Roll call vote was 7-0-0.

5. Part-Time Instructional Aide Appointment

Motion was made by Ms. Gibbons and seconded by Mr. Mark Henry that it is recommended that the Board approve the appointment of Paul Villegas, Jr. as Part-Time Instructional Aide for the 2015-2016 school year, beginning on September 1, 2015 through June 30, 2016, at \$15.00 per hour, for a maximum of 27.5 hours per week, pending receipt of all necessary paperwork.

Motion carried. Roll call vote was 7-0-0.

6. Account Transfers

Motion was made by Ms. Winrow and seconded by Mr. Mark Henry that it for the Board to authorize the Business Administrator to approve transfers that may be needed to close the fiscal year 2014-2015 with Board confirmation at the next regular meeting.

Motion carried. Roll call vote was 7-0-0.

7. Pest Control (Attachment 7)

Motion was made by Mr. Mark Henry and seconded by Ms. Winrow that it for the Board to approve the Tri-County Termite & Pest Control, Inc. agreement for the 2015-2016 school year in the amount of \$40.00 per month.

Motion carried. Roll call vote was 7-0-0.

8. 2014-2015 End of Year Bills

Motion was made by Ms. Gibbons and seconded by Mr. Mark Henry that it for the Board to approve the Business Administrator to approve bills to be paid to close out the 2014-2015 school year with Board confirmation at the next regular meeting.

Motion carried. Roll call vote was 7-0-0.

X. EXECUTIVE SESSION- NONE

XI. ADJOURNMENT

Motion was made by Ms. Winrow and seconded by Ms. Gibbons to adjourn the meeting at 8:00pm.

Motion carried. Roll call vote 7-0-0.

Meeting adjourned at 8:00 pm.

Respectfully Submitted,

Janecia Smith

Business Administrator/Board Secretary