

***Fairfield Township Public School  
Board of Education  
Special Meeting Minutes  
June 30, 2016  
Fairfield Township School  
Media Center at 6:00 P.M.***

**Board of Education**

Ms. Michelle Kennedy  
*President*  
Ms. Alta Lloyd  
*Vice-President*  
Ms. Ruth Butler  
Ms. Mattie Gibbons-Peterson  
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  
*Business Administrator*

Mr. Frank DiDomenico  
*Solicitor*

**Fairfield Township Board of Education Special Meeting Minutes**  
**375 Gouldtown Woodruff Road**  
**Bridgeton, NJ 08302**  
**6:00 p.m., June 30, 2016**

**I. A. Call to Order –**

The meeting was called to order at 6:10 pm. with the Board President, Ms. Kennedy 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 June 27, 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. Kennedy led the Flag salute

**C. Roll Call -**

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

**II. Public Comment - None**

**III. FY2017 No Child Left Behind Application**

A. Motion was made by Mr. Henry and second by Ms. Winrow that the Board approve the **FY2017 No Child Left Behind Application** in the amount of \$390,368

<b>Title I</b>	\$ 339,715
<b>Title IIA</b>	\$ 47,015
<b>Title III</b>	\$ 3,638

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

**B. Grant Service Contractor**

Motion was made by Ms. Lloyd and second by Mr. Darlington Henry for the board to approve the grant service contractor Gretchen Elhassani to provide grant writing services to F.T.B.O.E as needed at a rate not to exceed \$25per hour pending attorney review.

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

**IV. REPORT OF THE INTERIM SUPERINTENDENT (06/28/2016)**

The Interim Superintendent submits the following recommendations:

**1. PERSONNEL**

**Carry Over Vacation Days**

1. Motion was made by Ms. Winrow and second by Mr. Mark Henry that the board approve the following personnel to carry over the following vacation days from the 2015-2016 school year to the 2016-2017 school year as **vacation** days per their contract:

Name	Vacation days
➤ Carter, Janice	4.5 Days
➤ Clark, Debra	3 Days
➤ DiPietro, Ron	5 Days
➤ Jones, Ja'Shanna	5 Days
➤ Hall, Truleene	.5 Days
➤ Ruffin, James	5 Days
➤ Smith, Janecia	4.5 Days

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

**2. Carry Over Sick Days**

Motion was made by Mr. Mark Henry and second by Mr. Darlington Henry that the board approve the following personnel to carry over the following vacation days from the 2015-2016 school year to the 2016-2017 school year as **sick** days per their contract:

Name	Vacation Days to Sick Days
➤ DiPietro, Ron	5 Days
➤ Jones, Ja'Shanna	5 Days
➤ Ruffin, James	5 Days
➤ Smith, Janecia	5 Days

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

**3. Confidential Secretary**

Motion was made by Ms. Winrow and second by Mr. Mark Henry that the board approve Mala Samaroo for the position of Confidential Secretary to the Superintendent at an annual rate of \$37,000. (Attachment IV31)

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

**4. Technology Coordinator/Software Specialist**

Motion was made by Ms. Winrow and second by Mr. Darlington Henry that the board approve Mala Samaroo for the position of Technology Coordinator/Software Specialist at a rate of \$28.87 per hour, not to exceed 3.5 hours per day. (Attachment IV41).

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

**5. Summer Internship Program**

Motion was made by Ms. Winrow and second by Mr. Darlington Henry that the board approve Summer Internship program for the F.T.B.O.E (Attachment IV51)

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

**6. Summer Intern/Athletic Field Maintenance position**

Motion was made by Ms. Winrow and second by Mr. Darlington Henry that the board approve Joeron Pierce as the Summer Intern/Athletic Field Maintenance person at a rate of \$13.33 per hour not to exceed 7.5 hours per week and total salary of \$900, beginning July 2016 through September 2016.

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

**7. Summer Intern Job Description**

Motion was made by Ms. Winrow and second by Ms. Lloyd that the board approve Summer Internship Program Job Description: Athletic Field Maintenance

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

**B. Summer Hours for Fairfield Township School Memorial Athletic Complex**

Motion was made by Ms. Winrow and second by Ms. Lloyd that the board approve 2016 summer hours for Fairfield Township School Memorial Athletic Complex:

- June 27th through July 1st: 8am-8pm
- July 5th through July 7th: 4pm-8pm
- July 11th through July 14th: 4pm-8pm
- July 18th through July 21st: 4pm-8pm
- July 25th through July 28th: 4pm-8pm
- August 1st through August 4th: 4pm-8pm
- August 8th through August 11th: 4pm-8pm
- Friday's July 8,15,22,29th: 8am-8pm

- Friday's August 5,12th: 8am-8pm
- August 15th through August 19th: 8am-8pm
- August 22nd through August 26th: 8am-8pm
- August 29th through September 2nd: 8am-8pm
- Closed Independence Day, Monday, July 4th
- Closed Labor Day, Monday, September 5th

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

## ADDENDUM

### Grant Applications

- A. Motion was made by Ms. Winrow and second by Mr. Darlington Henry for the board to approve Fairfield Township School District to partner with Rowan University in its' submission of it application for the US Department Project Rural Education Achievement through Cultural Competence and High impact practices (REACCH) grant program. If this grant is awarded the district will provide a site for one out of seven pre-service teacher candidates in the areas of math, science and world languages each year for five years. Stipends for each teacher participant and the facilitators for the session will be *funded by the grant (see the attached letter).*

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

- B. Motion was made by Ms. Winrow and second by Mr. Darlington Henry for the board to approve a Fairfield Township Board of Education *letter of support* for the New Jersey School Improvement Grant (SIG) Partnership to Realize Enduring Systemic Success application (see attachment). The letter will be prepared by Dr. James J. Ruffin, Interim Superintendent and signed by Mrs. Michelle Kennedy Fairfield Board of Education President (see attached Description of the Grant Program).

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

### Building Usage

- A. Motion was made by Ms. Winrow and seconded by Mr. Mark Henry for the board to approve Car Wash Student Fundraising Activity and Building Usage from 7/7/16 to 8/4/16 on Thursday's only ( See Attachment)

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

## IV. ADJOURNMENT-

Motion was made by Ms. Lloyd and seconded by Ms. Winrow to adjourn the meeting at 6:35 p.m.

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