

***Fairfield Township School District
Board of Education
Regular Meeting Minutes
August 9, 2018***

***Fairfield Township School
Library/Media Room at 7:00 P.M.***

Board of Education

Ms. Michelle Kennedy

President

Ms. Alta Lloyd

Vice-President

Ms. Ruth Butler

Ms. Mattie Peterson

Ms. Erica Goodwin

Mr. Darlington Henry

Mr. Mark Henry, Sr.

Ms. Marge Neild

Ms. Robin Henry

Administration

Dr. Michael Knox

Superintendent/Principal

Ms. Janecia Smith

School Business Administrator

Mr. Frank DiDomenico

Solicitor

Fairfield Township Board of Education Regular Meeting Agenda

375 Gouldtown Woodruff Road

Bridgeton, NJ 08302

Regular Meeting Minutes

7:00 p.m. August 9, 2018

I. Fairfield Township Board of Education Meeting

A. Call to Order

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 7, 2018 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 Fairfield Township School Website, 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: Ms. Mattie Peterson, Mr. Darlington Henry, Ms. Erica Goodwin, Ms. Robin Henry, Ms. Alta Lloyd, Ms. Michelle Kennedy. Ms. Butler arrived at 7:17 p.m. Also present: Superintendent Dr. Knox and the School Business Administrator/Board Secretary Ms. Janecia Smith. Mr. Mark Henry, and Ms. Neild were absent.
No solicitor present.

** For the record, Ms. R Henry is not related to Mr. Darlington Henry or Mr. Mark Henry

II. READING AND APPROVAL OF MINUTES

1. Regular/Executive Meeting

Motion was made by Ms. Robin Henry and seconded by Ms. Mattie Peterson that the Board approve the minutes of the meetings noted below:

Regular Minutes: July 12, 2018

Motion Carried: Roll call vote 5-0-1

Ms. Peterson voted yes, Ms. Goodwin voted yes, Ms. R. Henry voted yes, Ms. Lloyd voted yes, Ms. Kennedy voted yes.
Mr. D. Henry abstained.

Executive Minutes: June 14, 2018

Motion Carried: Roll call vote 5-0-1

Ms. Peterson voted yes, Ms. Goodwin voted yes, Mr. D. Henry voted yes, Ms. Lloyd voted yes, Ms. Kennedy voted yes.
Ms. R. Henry abstained.

June 25, 2018

Motion Carried: Roll call vote 6-0-0

III. PUBLIC COMMENT\PRESENTATIONS

A. Public Comment - Agenda Items Only-None

IV. FINANCE & BUDGET

A. Board Secretary’s Report (Attachment 1)

1. Board Secretary’s Report pursuant to N.J.A.C. 6A:23A-16.10(c) 2, for the month of **June, 2018**. The Board Secretary certifies that there are no changes in anticipated revenue amounts and sources for the month ending **June, 2018** and pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Business Administrator/Board Secretary certifies that as of **June, 2018** no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Fairfield Township Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2, and no budgetary line item account has been over-expended in violation of line item account has been over expended in violation of N.J.A.C. 6A: 23A-16.10(c)4.

2. Board of Education Certification – pursuant to N.J.A.C. 6A:23A-16.10(c)4,the Fairfield Township Board of Education certify that as of **June, 2018** and after review of the secretary’s monthly financial report (appropriations section) as presented 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:23A-16.10(a)1, and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

3. Treasurer’s Report, in accordance with 18A:22-8.1 and 18A:22-8.2, for the month of **June, 2018**. The Treasurer’s Report and Secretary’s Report are in agreement for the month of **June, 2018**.

Janecia Smith/ Business Administrator

Date

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

Motion Carried: Roll call vote 6-0-0

B. Financial Items

1. Approval of Bills (Attachment 2)

Motion was made by Ms. R. Henry and seconded by Ms. Peterson that the Board approve the payment of bills noted below.

June, 2018	Final Bill List	\$ 526,379.55
July, 2018	Payroll	\$ 71,174.27
June, 2018	Food Totals	<u>\$ 125,588.47</u>
	Total	\$ 723,142.29

Motion Carried: Roll call vote 5-0-1

Ms. Kennedy abstained on mileage reimbursement for herself(5/7/18)

2. Resolution of Budgetary Transfers (Attachment 3)

Motion was made by Ms. R. Henry and seconded by Ms. Peterson that the Fairfield Township Board of Education, upon the recommendation of the Superintendent, hereby ratifies and affirms the transfers in line account in accordance with the list submitted and any amounts in excess of 10% pending county approval and account expenditure transfers for the 2017-2018 school year

Motion Carried: Roll call vote 6-0-0

3. Source4Teachers Addendum (Attachment 4)

Motion was made by Ms. R. Henry and seconded by Ms. Peterson to approve the Source4Teachers 2018-2019 agreement and Addendum effective July 1, 2018 reflecting the new pricing agreement.

Motion Carried: Roll call vote 6-0-0

4. Duff & Phelps, LLC Fixed Asset Agreement

Motion was made by Ms. R. Henry and seconded by Ms. Peterson that the Board approve the agreement between Duff & Phelps, Inc. and Fairfield Township School District for services described within this agreement at a fee of \$1,000 for services listed in agreement.

Motion Carried: Roll call vote 6-0-0

5. GCSSD JIF 2018 Funds Surplus (Attachment 5)

Motion was made by Ms. R. Henry and seconded by Ms. Peterson that the Board approves to receive the surplus distribution from the GCSSD JIF using the resolution attached.

Motion Carried: Roll call vote 6-0-0

6. Board Docs Agreement (Attachment 6)

Motion was made by Ms. R. Henry and seconded by Ms. Goodwin that the Board approve the agreement with BoardDocs for the 2018-2019 school year in the amount of \$10,000 pending board solicitor review.

Motion Carried: Roll call vote 6-0-0

7. Go Math Proposal 2018 Grades 6-8(Attachment 7)

Motion was made by Ms. R. Henry and seconded by Ms. Peterson that the Board approve the purchase of GO Math 2018 NJ version, 6 yr subscription for Grades 7-8 as attached in the amount of \$10,995.71, Grade 6 will be piloted during the 18/19 school year: Teachers will attend Workshop provided by HMH (Houghton Mifflin Harcourt). The professional development cost is included in the total amount.

Motion Carried: Roll call vote 6-0-0

8. SIG (School Improvement Grant) Approval

Motion was made by Ms. Lloyd and seconded by Ms. Peterson that the board approves to accept the 2018-2019 SIG Cohort 4/4R - Year 3 Renewal Grant in the amount of \$388,861

Motion Carried: Roll call vote 6-0-0

REPORT OF THE SUPERINTENDENT (August 9, 2018)

The Superintendent submits the following recommendations:

A. PERSONNEL

1. Workshops

Motion was made by Ms. Henry and seconded by Ms. Peterson that the Board approve the below workshop listed below:

(Travel reimbursement will be given per negotiated contract.)

Name	Sponsor/Workshop/Location	Cost	Date(s)
William Turner	Safety Specialist Burlington, NJ	Mileage Only	8/6/18-8/8/18

Motion Carried: Roll call vote 6-0-0

2. Leave of Absence (Attachment A)

Motion was made by Ms. Henry and seconded by Ms. Peterson to approve the following employee's leave of absences.

<u>Employee ID #</u>	<u>Type of Leave</u>	<u>Date</u>	<u>Type of Day Usage</u>
207	FMLA	10/1/18-3/1/19	Sick Days=10 Unpaid
222	Intermittent FMLA	8/7/18-8/18/18	Vacation Days
38	Intermittent FMLA Pending Paperwork	7/9/18-TBD	Unpaid

Motion Carried: Roll call vote 6-0-0

3. Teacher Course Approval (Attachments B)

Motion was made by Ms. R. Henry and seconded by Ms. Peterson that the Board approve the following course enrollments for the 2018-2019 school year.

Name/Position	Course(s)/Location	Date	Cost	Purpose
A. Best	Instructional Leadership & Supervision & Curriculum Evaluation Rowan University 6 Credits	8/28/18-12/17/18	\$756 per Credit Total =\$4536	NJ Supervisor Certification

Motion Carried: Roll call vote 6-0-0

4. **Early Childhood Summer Open House (Attachment C)**

Motion was made by Ms. Henry and seconded by Ms. Peterson that the Board to approve Ms. Braxton, Ms. Brandon (Kindergarten), and Ms. Norbury and Ms. Pokrovsky (Preschool), Ms. Carter, & Ms. Griffiths to attend the Early Childhood Open House on August 21, 2018 from 4:30pm to 6:30 pm, and for their classrooms to be on display for incoming students and families to tour. Teachers will be paid at a rate of \$28.75/hr. Ms. Carter will be paid at Per-diem rate of \$18.58 per hour. Ms. Braxton, Ms. Norbury, & Ms. Pokrovsky will be paid from account#:20-218-100-101-02 Ms. Brandon will be paid from account#: 11-110-100-101 Ms. Carter will be paid from account #: 11-000-240-105-00-00-000 Ms. Griffiths will be paid from account #: 20-218-200-104-00-00-000

Motion Carried: Roll call vote 6-0-0

5. **School Treasurer Hire**

Motion was made by Ms. R. Henry and seconded by Ms. Peterson to approve Ms. Susan Anastasio-Quinones as the School Treasurer at the salary of \$6,000 per year effective August 10, 2018 pending all necessary paperwork. Account #: 11-000-230-109-00-00-000 & 60-910-310-100-00-00-000

Motion Carried: Roll call vote 6-0-0

6. **Fairfield Twp. Community Welcome Day (Attachment D)**

Motion was made by Ms. Peterson and seconded by Ms. Lloyd for the Board to approve male role models in Cumberland County to cheer and or motivate Fairfield Township School students as they enter school on the first day, September 6, 2018. Invitations will be given to local dignitaries, clergymen, officials, parents, and guardians.

Motion Carried: Roll call vote 7-0-0

7. **Back to School Bash Vendors**

Motion was made by Ms. R. Henry and seconded by Ms. Peterson to approve the following companies to participate in the Back to School Bash on August 23, 2018 from 2:00 pm-5:00 pm.

Gateway Family Success Center
Guidance Center
Cumberland County Workforce Dev.
Cumberland County College
Office of Aging and Disability
NJ KidCare/Board of Social Services
Complete Care
TD Bank
YAPP/Advocate
4H
Fam Care Inc
Walmart
Target
WaWa
BJ's
Cumberland County Sheriff's Dept.

Betty's Way Foundation
St. John United Methodist Church
Cumberland County Health Dept.
Center for Family Services/Serv
Impact Cumberland County Council 4 Young Child.
Inspira Dietitian/Women's Health
Shoprite
Save A Lot
Hopewell Sub
Acme
State Troopers
Prosecutor's Office/Child Support
Cumberland County Library
DJ T Bone
Big Brothers/Big Sisters
Girl Scouts Bridgeton area

Boy Scouts of America
 The ARC of Cumberland County
 Cross County Connections
 Verizon

Karate of Vineland
 Mr. Wright BBQ

Kona Ice Price: Price: \$3.00/Kiddie (9oz)
 Price: \$4.00/Reg. (12oz.)
 Price-\$5.00/King Kona (16 oz.)
 Price-\$6.00/Kowabunga Cup (24oz)

Pathstone
 Trinity AME Church
 The American Bounce
 Gouldtown Fire Co.
 Sheppard Bus Co.
 Ms. Zaya Burton-Artist
 Fairfield Township Recreation
 Infinite Blessings Day Care

Motion Carried: Roll call vote 7-0-0

B. SCHOOL ACTIVITIES

1. Field Trips

N/A

2. School Activities

N/A

3. Fundraisers (Attachment E)

Motion was made by Ms. R. Henry and seconded by Ms. Peterson for the Board to approve the following Fundraisers:

N. Fussell	Kona Ice Students/Community will purchase Water Ice at Back to School Bash Price: \$3.00/Kiddie (9oz) Price: \$4.00/Reg. (12oz.) Price-\$5.00/King Kona (16 oz.) Price-\$6.00/Kowabunga Cup (24oz.)	8/23/18	Supporting Student Activity/SIG Fund for 2018-2019 School Year
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Motion Carried: Roll call vote 7-0-0

C. CURRICULUM / INSTRUCTION

1. World Language K-8th Grade Curriculum

Motion was made by Ms. R. Henry and seconded by Ms. Peterson for the Board approve the World Language Curriculum Instruction for Grades K-8.

Motion Carried: Roll call vote 7-0-0

2. Visual Arts K-8th Grade Curriculum

Motion was made by Ms. R. Henry and seconded by Ms. Lloyd for the Board approve the Visual Arts Curriculum Instruction for Grades K-8.

Motion Carried: Roll call vote 7-0-0

3. Social Studies K-8th Grade Curriculum

Motion was made by Ms. Peterson and seconded by Ms. Henry for the Board approve the Social Studies Curriculum for Grades K-8.

Motion Carried: Roll call vote 7-0-0

4. Social Studies Textbook Pilot

Motion was made by Ms. Henry and seconded by Ms. Butler to approve to pilot the below Social Studies Textbook Program for grades K-8.

Kids Discover K-5

- Student and teacher materials will be provided at no charge for 1 yr
- **Cost associated to pilot our Kids discover is as follows: \$2,396**
 - 2hr Getting started webinar \$800 – this will be provided at no charge
 - 2hr Follow up webinar \$800
 - Online coaching \$999
 - 3 Ask HMH license \$597

Social Studies 6-8

- Student and teacher materials will be provided at no charge for 1 yr
- **Cost associated to pilot our MS Social Studies is as follows: \$2,197**
 - 2hr Getting started webinar \$800 – this will be provided at no charge
 - 2hr Follow up webinar \$800
 - Online coaching \$999
 - 2 Ask HMH license \$398

Motion Carried: Roll call vote 7-0-0

D. Building Use (Attachment F)

Motion was made by Ms. R. Henry and seconded by Ms. Goodwin that the board approve the Building Use for the following activities:

Applicant	Activity	Cost	Location	Date/Building Use Time
L. Jones	Field Day -ESY Program	\$0.00	FTS Athletic Fields	8/9/18 9:15-12:15
C. Novick	ELL Parents & Families Programs of Interest to parents of ELL students and their families	\$0.00	Media Center	9/10/18 6:30 pm-8:00 pm
D. Hunt S. Ferrari	5th-8th Grade Dance	\$2.00/Admission Snacks sold \$.25 each	Cafeteria	9/21/17 5:00-8:30 pm
D. Hunt S. Ferrari	3rd-4th Grade Dance	\$1.00/Admission Snacks sold \$.25 each	Cafeteria	9/28/18 3:00-5:30 pm

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

Motion Carried: Roll call vote 7-0-0

E. Donations (Attachment G)

Motion was made by Ms. R. Henry and seconded by Ms. Peterson that the board accept and approve the attached donations that were made to Fairfield Township School:

F. Assistant Principal Reports for the Month/Year: July, 2018

ASSISTANT PRINCIPAL (PreK-4) REPORT

N/A

ASSISTANT PRINCIPAL (5-8) REPORT

N/A

Director of Student Services (Special Education) REPORT

N/A

G. Attendance Residency Report:

N/A

H. Nurse's Report

N/A

I. SIG Updates

1. Project Director Monthly Report (Attachment H):

Prepared by Latoya Jones

2. Parent Liaison Report (Attachment I):

Prepared by Nyla Fussell

3. Data Analyst Report:

N/A

J. Technology Report (Attachment J) :

Prepared by Mala Samaroo

K. Building and Grounds Report (Attachment K):

Prepared by Janecia Smith

VI. PUBLIC COMMENT – Non-Agenda Items - None

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

Superintendent

Policy Committee

School Policy

1. Motion was made by Ms. R. Henry and seconded by Ms. Peterson for the Fairfield Township Board of Education, Superintendent of Schools and the Policy Committee move to approve the first reading of the following policy:

- **Policy 2120; Series 2000 -Administration Organizational Chart**

Motion Carried: Roll call vote 7-0-0

2. Motion was made by Ms. R. Henry and seconded by Ms. Peterson for the Fairfield Township Board of Education, Superintendent of Schools and the Policy Committee move to approve the first reading of the following policy:

- **Policy 5132; Series 5000-Student Dress Code**

Motion Carried: Roll call vote 7-0-0

DISCUSSION/PRESENTATION: N/A

IX. EXECUTIVE SESSION - NONE

1. Executive Session for consideration of personnel matters, student placement, and other school related matters appropriate for session.

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.

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.

X. ADJOURNMENT

Motion was made by Ms. R. Henry and seconded by Ms. Lloyd to adjourn meeting at 7:47 p.m.

All in Favor 7-0-0

