

FAIR HAVEN BOARD OF EDUCATION

224 Hance Road · Fair Haven NJ 07704 · 732-747-2294 · <http://www.fairhaven.edu>

2017-2018 BOARD OF EDUCATION GOALS

- Goal 1:** Continue with professional development to become a certified board.
Goal 2: Improve communication and partnerships between the community, families, students and board of education.
Goal 3: Investigate and analyze the viability of moving forward with a facility referendum as outlined in the Strategic Plan.

2017-18 DISTRICT GOALS

- Goal 1:** Develop, implement, and support a new quarterly reporting period by moving to a 4 Marking Period calendar, creating a new report card, and implementing a formal benchmarking schedule for students with increased data to be shared with staff, students, parents & guardians.
Goal 2: Foster and develop staff mastery of newly adopted curricula to ensure sound instructional practice and improved student outcomes for all learners.
Goal 3: Expand our capacity to provide meaningful feedback to our staff to improve professional development by implementing the Charlotte Danielson teacher evaluation model.
Goal 4: Maintain the newly expanded articulation and professional collaboration opportunities with the Rumson Elementary and Rumson-Fair Haven Regional High School districts to sustain a culture of sharing and learning among all stakeholders.
Goal 5: Improve communication with our school community by completing our district website conversion and transition to the School Messenger Communicate platform.

NOTICE OF REGULAR MEETING

The Regular Meeting of the Fair Haven Board of Education was held on Wednesday, August 22, 2018 at 6:00 P.M. in the Knollwood Library-Media Center (L-MC) on Hance Road.

AGENDA

I. Call to Order by the President

II. Statement of Compliance

I hereby announce pursuant to Section 5 of the Open Public Meetings Act, that adequate notice of the meeting has been provided by posting of the Agenda in the Municipal Building, the Asbury Park Press, Hub, and Two River Times, and filing of the Agenda with the Municipal Clerk at least 48 hours prior to the date of the Meeting.

III. Pledge of Allegiance

IV. Roll Call

Present:

| | | |
|---|--|---|
| <input type="checkbox"/> Mrs. Buckley | <input checked="" type="checkbox"/> Mrs. Coar | <input checked="" type="checkbox"/> Mrs. Coleman |
| <input checked="" type="checkbox"/> Mrs. D'Angelo | <input checked="" type="checkbox"/> Mrs. Jakub | <input checked="" type="checkbox"/> Mrs. Lang |
| <input checked="" type="checkbox"/> Mr. Menzer | <input checked="" type="checkbox"/> Mr. Padula | <input checked="" type="checkbox"/> Mrs. Saad arr. 6:20pm |

Absent:

| | | |
|--|-------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> Mrs. Buckley | <input type="checkbox"/> Mrs. Coar | <input type="checkbox"/> Mrs. Coleman |
| <input type="checkbox"/> Mrs. D'Angelo | <input type="checkbox"/> Mrs. Jakub | <input type="checkbox"/> Mrs. Lang |
| <input type="checkbox"/> Mr. Menzer | <input type="checkbox"/> Mr. Padula | <input type="checkbox"/> Mrs. Saad |

Others Present:

| | |
|---|--|
| <input checked="" type="checkbox"/> Sean McNeil, Superintendent | <input checked="" type="checkbox"/> David Joye, Business Admin/BOE Secretary |
| <input checked="" type="checkbox"/> Marilyn Schwartz, Principal | <input checked="" type="checkbox"/> Amy Romano, Principal |

V. Mission Statement

The mission of the Fair Haven School District is to provide a strong academic foundation and to educate, challenge, and inspire students to reach their full potential.

VI. Recognition of Visitors

VII. Consideration of Minutes

MOTION by Mrs. Jakub, seconded by Mr. Menzer and carried on voice vote to accept the minutes of the July 25, 2018 Regular Meeting.

VIII. Superintendent's Report

A. Fire Drills

| | |
|-----------|----------------|
| Sickles | 8/2, 9:00 A.M. |
| Knollwood | 8/1, 8:40 A.M. |

B. Security Drills

Sickles 8/1, 9:15 A.M., Lockdown
Knollwood 8/2, 8:40 A.M., Lockdown

C. Harassment Intimidation and Bullying Report- There were no investigations to report.

D. School Community Update –

- a. Portal opening on time.
- b. Be on the lookout for school principal opening day procedures messages.
- c. 18-19 goals

E. Update on Schools – Principals Schwartz & Romano –

Principals Schwartz and Romano thanked the summer staff for doing a wonderful job of getting ready for school. Open House at Sickles on 8/15 went well.

F. Community Organization Reports

1. Regional High School Board of Education Meeting(s)- no report.
2. PTA –
 - a. Met with Principals
 - b. Membership drive
 - c. Big fundraiser Harvest Fest is coming up 10/13/18
3. Education Foundation- no report.
4. Booster Club –
 - a. Calendar set on this agenda
 - b. Spirit sale throughout the district this year
 - c. New soccer uniforms have the FH Knights logo
5. Footlights- no report.
6. Borough Council Meeting- no report.

G. Statement of Assurance

MOTION by Mrs. Jakub, seconded by Mrs. Coar and carried on voice vote to approve the Statement of Assurance regarding the Fair Haven School District’s Comprehensive Equity Plan for the 2018-2019 school year.

IX. Committee Reports

A. Finance/Operations – *Chairperson, Mrs. Saad arrived 6:20 pm*

▪ **Committee held their monthly meeting on August 20, 2018 –**

- Mrs. Saad talked about the extra ordinary special education aid the district received. It is a prorated reimbursement for excess costs for special education the district received. \$343,000.00 this year up from \$209,000.00 last year. The Committee will continue evaluating this and consider using a resource in the budget for 2019-2020. Mrs. Coleman expressed her excitement about #6, the new shared services agreement with RFH for Building and Grounds Supervisor.

RESOLUTION by Mrs. Saad seconded by Mrs. D’Angelo and carried on roll call vote to approve Items 1 through 13 with Mr. Padula abstaining on #4.

1. Bill Payment

RESOLUTION to approve payment of bills and claims for the month of February in the amount of \$617,528.86.

2. Transfer of Funds

RESOLUTION to approve the action of the Superintendent and Business Administrator in transfer of funds from the following overappropriated accounts to underappropriated accounts to address deficits in the latter accounts:

| AMOUNT | FROM | TO |
|-------------|---|--|
| \$7,200.00 | 11-000-221-199-000-00-0 unused vac pay | 11-000-221-102-000-00-0 sal curr supr |
| \$4,046.26 | 11-000-221-199-000-00-0 unused vac pay | 11-000-222-300-000-02-0 software maint |
| \$16,753.74 | 11-000-221-199-000-00-0 unused vac pay | 11-000-230-590-000-01-0 board liability ins |
| \$11,902.31 | 11-000-261-199-000-00-0 unused vac/sick pay | 11-000-230-590-000-01-0 board liability ins |
| \$620.00 | 11-000-240-600-060-01-S Supplies-Office | 11-000-240-800-060-01-S Prof Organization Fees |
| \$1,600.00 | 11-000-261-199-000-00-0 unused vac/sick pay | 11-000-230-890-000-01-0 prof org fees |

| | | |
|------------|---------------------------------------|---|
| \$8,183.16 | 11-190-100-610-060-00-0 supplies k-8 | 11-190-100-640-050-02-K Textbooks- Knollwood |
| \$1,001.70 | 11-190-100-610-060-00-0 supplies k-8 | 11-190-100-800-050-04-K student awards |
| \$145.99 | 11-000-230-332-000-00-0 audit fees | 11-204-100-610-060-00-B supplies lld |
| \$517.30 | 11-000-230-332-000-00-0 audit fees | 11-213-100-610-050-00-B supplies resource ctr |
| \$226.40 | 11-402-100-800-000-00-0 other objects | 11-402-100-600-000-00-0 supplies |

3. Monthly Certification of Board Secretary's /Treasurer's Reports

Be it resolved that pursuant to NJAC 6A:23A-16.10(c)4 that after a review of the secretary's monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been overexpended and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

4. District Taxes

RESOLUTION to request the Borough Administrator to transfer \$2,500,000 in tax levy due to the Board of Education account in September.

5. Travel Reimbursement

RESOLUTION to approve the following travel and expense reimbursements as per policy number 9250. The items listed below are educationally necessary, fiscally prudent, directly related to and within the scope of the employee's current responsibilities and in compliance with State travel reimbursement guidelines.

| DATE | EMPLOYEE | ACTIVITY | REG/EXP. COST | LOCATION | R/T Miles Max. Amt. |
|-----------------|--------------------------------------|---|----------------|-------------------|---------------------|
| 10/18 & 19/2018 | N. Bryant K. Venti | 36 Annual Autism Conference | \$275 \$275 | Atlantic City, NJ | 163.2 163.2 |
| 10/18 & 19/2018 | E. Crowley | 36 Annual Autism Conference | \$400 | Atlantic City, NJ | N/A |
| 11/5 & 6/2018 | M. Caruso (replacing Burghart) | Heinemann Leveled Literacy Intervention | \$655 | Philadelphia, PA | |

6. Purchased Services

RESOLUTION to approve the shared services agreement for the purchase of Buildings & Grounds Supervisory Services between the Fair Haven Board of Education and the Rumson-Fair Haven Board of Education for the period of 9/1/18 through 6/30/18.

7. Parent Organization Fundraising Calendar

MOTION to approve the 2018-2019 Parent Organization Fundraising Calendar.

8. Non Resident Tuition Students

RESOLUTION to accept the following non-resident tuition students as per policy 5111:

- R111 Grade 1
- R112 Grade 1
- R113 Grade 6
- R114 Grade 3

9. Tuition Student(s)

- a. RESOLUTION to approve the contract with Collier School for student S048 for the 2018-2019 school year at a rate of \$59,040
- b. RESOLUTION to approve the contract with Shore Center for student S042 for the 2018-2019 school year at a rate of \$112,580
- c. RESOLUTION to accept the contract with the Holmdel schools to accept tuition student R087 for the 2018-2019 school year at a rate of \$86,252

10. Settlement Agreement

RESOLUTION to approve settlement agreement for student S049 as per the attached

11. Awarding Contracts Below Bid Threshold

MOTION to set the bid threshold at \$40,000 the maximum allowed under the Public Schools Contracts Law for a Qualified Purchasing Agent and authorize the Business

Administrator as the temporary Qualified Purchasing Agent to award contracts within the bid threshold. The quotation amount is set at 15% of \$40,000 or \$6,000.

12. District Signatories

RESOLUTION to redraft Bank Signature Cards for the district accounts to reflect the current authorizing officers of the Board – Bennet Coleman-President, Karen Sadd-Vice President, Sean McNeil-Superintendent, Cindy Barr-Rague-Custodian of School Funds, and David Joye-Board Secretary

13. PTA Grants

RESOLUTION for The Board of Education to graciously accept the generous grants on behalf of the students and programs of the Fair Haven School District in the amount of \$77,600.

14. Policy

- a. As per the Fair Haven Board of Education Bylaw 0131, this shall be considered the first reading of the following bylaws and policies, as stated:

8561P – Procurement Procedures for School Nutrition Programs

B. Education & Curriculum – *Chairperson, Mrs. Jakub*

- **Committee held their monthly meeting on August 15, 2018 -**

1. MOTION by Mrs. Jakub, seconded by Mrs. D'Angelo and carried on voice vote to approve ELA curriculum for grades K-8 for the 2018-2019 school year

2. Policy

- a. As per the Fair Haven Board of Education Bylaw 0131, this shall be considered the first reading of the following bylaws and policies, as stated:

5512P – Harassment, Intimidation, & Bullying

5561P – Use of Physical Restraint & Seclusion Techniques for Students with Disabilities

5701P – Plagiarism

2431P – Academic Competition

C. Human Resources - *Chairperson, Mrs. D'Angelo*

- **Committee held their monthly meeting on August 16, 2018**

RESOLUTION by Mrs. D'Angelo seconded by Mr, Padula and carried on roll call vote to approve Items 1 through 12 with Mrs. Jakub voting no on items # 2 and #3.

The RESOLUTIONS that follow are as a direct result of the recommendation of the Superintendent of Schools:

- Vacancies all filled.
- Sorry to see Mr. Seck go.
- Mrs. Amabile, his replacement will be a great fit.

1. Professional Staff

a. Appointments

RESOLUTION to appoint the following professional staff for the 2018-2019 school year:

1. Jennifer Amabile, French teacher, 9/01/18 or upon release from present District, 1BA \$52,218

2. Brittany DiPasquale, part-time kindergarten teacher, FTE .72 1BA \$37,597

3. Rebecca Sumsky, replacement part-time kindergarten teacher, 9/01/18 to on or about 3/01/19, FTE .752 1BA \$39,268

4. Rene Ybarbo, Spanish teacher, 10BA \$63,743

5. Michelle Gagliardi, special education teacher, FTE .24 1BA \$12,532

b. Resignation

RESOLUTION to accept the letter of resignation from Falilou Seck, French teacher, effective October 2, 2018.

2. Increase in Full Time Equivalent

RESOLUTION to approve the increase of Jenna Mancino, part time math teacher, from .62 FTE to 1.0 FTE for the 2018-2019 school year at 6MA, \$58,318.

3. Staff Transfer

MOTION to approve the transfer of Kara Stanziale from Sickles School Spanish Teacher to Knollwood School Spanish Teacher for the 2018-2019 school year.

4. Treasurer of School Monies

RESOLUTION to appoint Cindy Barr-Rague as Treasurer of School Monies pursuant to N.J.S.A.8A:13-14 at an annual stipend of \$2,500.

5. Maintenance Staff

RESOLUTION to appoint Ralph Reno as a Maintenance Technician effective October 1, 2018 or upon release from former district until June 30, 2019. \$44,471 pro-rated.

6. Administrative Leave of Absence

RESOLUTION to approve the placement of Chris Novelli, custodian, on unpaid Administrative Leave with benefits at the direct recommendation of the Superintendent of Schools from August 22, 2018 through September 30, 2018 or upon further action of the Board of Education.

7. Staff Training

RESOLUTION to approve the following staff members to attend summer staff training for Foundations Grade 2 on August 30, 2018 at a rate of \$33 per hour for 2 hours each*

- Mallory Coffin
- Kerry Leahey
- Lianne Lettera
- Courtney Setaro
- Patti Spano
- Michelle Venino
- Monica Caruso* approved for 2.5 hours (Trainer)

8. Support Staff

a. RESOLUTION to approve the reappointment of the following support staff for the 2018-2019 school year:

| Name | Position | Hourly Rate |
|--------------------|-------------------|-------------|
| Stephanie Chandler | lunch aide | 12.25 |
| Carol D'Antonio | lunch aide | 14.00 |
| Ann Dupree | lunch aide | 13.75 |
| Myra Garvansites | lunch aide | 15.25 |
| Erin Gotch | lunch aide | 13.50 |
| Christine Howard | lunch aide | 19.25 |
| Douglas Silk | lunch aide | 12.25 |
| Kerry Maguire | p/t library clerk | 10.00 |

b. RESOLUTION to accept the letter of resignation from Alex Smerecznik, paraprofessional, effective August 22, 2018

9. Substitute Teacher Appointments

RESOLUTION to appoint the following substitute teachers for the 2018-2019 school year pending results of criminal history review where required.

| | | | | |
|------|-------|--|---------|---------|
| Rose | Abels | | Charles | Hoffman |
|------|-------|--|---------|---------|

| | | | | |
|-----------|------------|--|------------|------------------------|
| Marjorie | Abson | | Rose | Horré |
| Elizabeth | Antonio | | Maria Lisa | Hyduke |
| Susan | Bennett | | Courtney | Kemler |
| Jo-Ann | Bernstein | | Tricia | LeBaron |
| Lisa | Bollinger | | Beth | Lucas |
| Melanie | Brown | | Sarah | Mantz |
| Barbara | Cadamuro | | Kerry | Maguire |
| Marianne | Carroll | | Laurie | McManus |
| Andrea | Cavalluzzi | | Sheilah | Olson |
| Jean | Charte | | Rachel | Presser |
| Cassandra | Conley | | Marisa | Rosenthal |
| Donna | Delaney | | Joseph | Spernal |
| Margaret | Dengler | | Monique | Staffieri |
| Suzanne | Duffy | | Maria | Stasinopoulos-Tsakirus |
| Andrea | Edler | | Kelly | Tambaro |
| Bobbie | Ermides | | Lisa | Unger |
| Laurie | Fusco | | Elsa | VanCleve |
| William | Heath | | Angela | Vasto |

10. Staff Evaluation Models

- a. MOTION to approve the Charlotte Danielson 2013 FFT teacher evaluation model for the 2018-2019 school year.
- b. MOTION to approve the New Jersey Principal Evaluation for Professional Learning (NJPEPL) for administrators for the 2018-2019 school year.

11. Job Description

MOTION to approve the job description for the position of Superintendent of Schools as per the attached

12. Superintendent Merit Goal Approval, 2017-2018

- a. RESOLUTION to confirm the full and successful achievement of the Superintendent’s 2017-2018 quantitative Merit Goal #1 – Implement new math curriculum and achievement in PARCC math scores to reach or exceed 75% proficiency.
- b. RESOLUTION to confirm the full and successful achievement of the Superintendent’s 2017-2018 quantitative Merit Goal #2 – Implement formal benchmarking schedule for grades 2-8 and improve student achievement in math and reading.
- c. RESOLUTION to confirm the full and successful achievement of the Superintendent’s 2017-2018 quantitative Merit Goal #3 – Implement plan to improve transition from Sickles to Knollwood to improve students outcomes in reading.

E. President’s Report –

- Thank you all for the summer work.
- Ad-Hoc committee on referendum.
 - Looking at scope that has the most impact for students and the least impact to tax payers.
 - Planning to have a lot of opportunity for public feedback
- Comparing Fair Haven State Aid vs. County/State.

X. Business Administrator's Report -

None.

XI. Opportunity for Public Comment

To permit the fair and orderly expression of comments we ask that the public:

- Wait to be recognized
- Preface comments with your name and address
- Direct all comments to the presiding officer
- Discuss only concerns that have been previously addressed through proper administrative channels
- Refrain from using any pupil or staff member’s name

Jenni Lucci, 454 Ricci – Cautioned the board to consider impact of RFH referendum and backlash after stops and starts of previous referendum proposals.

XII. Correspondence

D.Pantaleo
F.Seck
A. Smerecznik
C. Schiavetti

XIII. New Business –

All forms for NJ School Boards Association Board Certification have been submitted.

XIV. Adjournment to Closed Session @ 7:00 pm

RESOLUTION by Mrs. Saad seconded by Mrs, Coar and carried on roll call vote to adjourn to closed session prior to the end of this session for the purpose of discussing personnel matters. Any action of the board, which need not remain confidential, will be made public as soon as possible. This session should not last longer than 60 minutes. Upon return, action may be taken.

XV. Return to Open Session @ 7:15 pm.

XVI. Adjournment

MOTION by Mrs. Saad seconded by Mrs. Coar and unanimously carried on voice vote to adjourn at 7:20 PM.

Respectfully Submitted by,

David Joye, Business Administrator/Board Secretary