

FAIR HAVEN BOARD OF EDUCATION

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NOTICE OF REGULAR MEETING

The Regular Meeting of the Fair Haven Board of Education was held on Wednesday, August 26, 2015, at 6:00 P.M. in the Knollwood Library-Media Center (L-MC) on Hance Road.

AGENDA

I. Call to Order by the Vice 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 checked="" type="checkbox"/> Mr. Bernstein	<input checked="" type="checkbox"/> Mrs. Brasch	<input checked="" type="checkbox"/> Mrs. Coleman
<input checked="" type="checkbox"/> Mrs. Halcrow	<input type="checkbox"/> Mr. Mancuso	<input checked="" type="checkbox"/> Mr. Padula
<input type="checkbox"/> Mrs. Saad	<input checked="" type="checkbox"/> Mr. Spector	<input checked="" type="checkbox"/> Mrs. Walker

Absent:

<input type="checkbox"/> Mr. Bernstein	<input type="checkbox"/> Mrs. Brasch	<input type="checkbox"/> Mrs. Coleman
<input type="checkbox"/> Mrs. Halcrow	<input checked="" type="checkbox"/> Mr. Mancuso	<input type="checkbox"/> Mr. Padula
<input checked="" type="checkbox"/> Mrs. Saad	<input type="checkbox"/> Mr. Spector	<input type="checkbox"/> Mrs. Walker

Others Present:

<input checked="" type="checkbox"/> Nelson Ribon, Superintendent	<input checked="" type="checkbox"/> Val Petrone, Business Admin./BOE Secretary
<input checked="" type="checkbox"/> Cheryl Cuddihy, Principal	<input checked="" type="checkbox"/> Kevin Davis, Principal
<input checked="" type="checkbox"/> Kathy Elgrim, Supervisor	<input checked="" type="checkbox"/> Scott Kiewe, Director
<input checked="" type="checkbox"/> Mari Ann Pepe, Int. Supervisor	<input checked="" type="checkbox"/> Ellen Spears, Director
<input checked="" type="checkbox"/> Chris Aviles, Coordinator	<input checked="" type="checkbox"/> Pat Young, Coordinator

V. Adjournment to Closed Session

RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call vote to adjourn to closed session prior to the end of this session for the purpose of discussing matters related to litigation. Any action of the board, which need not remain confidential, will be made public as soon as possible. This session is not expected to last more than 60 minutes.

VI. Mission Statement

The mission of the Fair Haven School District, a small caring community that values education, is to provide students with a broad academic foundation based on the New Jersey and Common Core State Standards, to nurture their talents and abilities, and to inspire them to become life-long learners.

VII. Recognition of Visitors

VIII. Consideration of Minutes

MOTION by Mrs. Brasch, seconded by Mrs. Walker and carried on voice vote, Mr. Bernstein and Mr. Spector abstaining, to accept the minutes of the July 29, 2015 Regular Meeting

MOTION by Mrs. Brasch, seconded by Mrs. Walker and carried on voice vote, Mr. Spector abstaining, to accept the minutes of the August 10, 2015 Board Retreat

IX. Superintendent's Report –

- Fully staffed to begin 2015-2016 school year
- Pre-K Orientation will be September 1, 2015
- Kindergarten Orientation September 1, 2015
- PTA luncheon will be held September 1, 2015
- September 4- “A Day at the Races” for staff, their friends and family. Strictly voluntary. Very excited to have a great anticipated turnout of approximately 100 adults and up to 30 children
- Open Houses – 9/10 – Sickles 9/15 - Knollwood
- Knollwood Gym floor – Ribbon-cutting ceremony 9/3/15 at 3 PM; former Supt. Robert Chartier has been invited to be a part of the ceremony; the gym is named after him.
- Google District – Parent Day, 9/28/15 at 9:30 am and 7:00 pm
- Articulation meeting with Rumson & RFH Superintendent’s tomorrow, 9/27/15
- Fireman’s Fair – Mrs. Frissora shared the names of the teachers who will work the fair

A. Fire Drills

Sickles	8/4, 9:00 A.M
Knollwood	8/5, 12:00 Noon

B. Security Drills

Sickles	8/5, 12:36 – Bomb Threat
Knollwood	8/6, 9:05 – Evacuation

C. Marzano Teacher Evaluation Model/ iObservation

MOTION by Mr. Bernstein, seconded by Mrs. Walker and carried on voice vote to approve the Marzano Teacher Evaluation Model using the iObservation Platform for the 2015-16 School Year.

D. Principal Evaluation Model

MOTION by Mr. Bernstein, seconded by Mr. Spector and carried on voice vote to approve the Marshall Principal Evaluation Rubrics, a NJDOE-approved principal evaluation instrument, as the Principal Evaluation Model.

E. NJDOE Equivalency Application

Motion to approve the submission of the NJ Department of Education Equivalency Application 6A:5.

F 2015-16 District Evaluation Advisory Committee (DEAC)

MOTION by Mr. Bernstein, seconded by Mr. Padula, Mrs. Coleman abstaining, and carried on voice vote to approve the following members to the 2015-2016 DEAC

Morgan Bufano, Teacher	Kate Mills, Teacher
Elizabeth Crowley, FHEA Rep.	Michele Moriarty, Teacher
Jim DiPalma, Teacher	Dan Ranahan, Teacher
Andy Dougherty, Teacher	Nelson Ribon, Administrator
Nancy Gennusa, Teacher	Cheryl Cuddihy, Principal
Matt Growick, Teacher	Scott Kiewe, Director
Gabrielle Illiano, Teacher	Kathy Elgrim, Parent/Administrator
Aimee Langa, Teacher	Ellen Spears, Director
Bennett Coleman, BOE Member/Parent	

G. 2015-16 School Improvement Panel (ScIP)

MOTION by Mr. Bernstein, seconded by Mr. Spector and carried on voice vote to approve the following staff members to the 2015-2016 ScIP as follows:

Knollwood School: Principal, Kathy Elgrim, Scott Kiewe, Jessica Dougherty, Christopher Stephan

Sickles School: Cheryl Cuddihy, Ellen Spears, Susan Bennett, Roseann LaBrocca

H. Chief School Administrator's Professional Development Plan

MOTION by Mr. Spector, seconded by Mr. Bernstein and carried on voice vote to approve the Chief School Administrator's Professional Development Plan (PDP) required by N.J.A.C 6A:9-15 for the period 7/1/14 – 6/30/16.

The PDP will be satisfied through participation in the New Jersey Leadership Academy, a partnership between the New Jersey Association of School Administrators (NJASA), the New Jersey Principals and Supervisors Association (NJPSA), the Foundation for Educational Administrators (FEA) and with the support of the New Jersey Department of Education (NJDOE).

I. Fund Raising Calendar

MOTION by Mr. Bernstein, seconded by Mr. Spector and carried on voice vote to approve the district fund raising calendar for 2015-2016.

J. Rescinding of Tuition Students

RESOLUTION by Mr. Spector, seconded by Mr. Bernstein and carried on unanimous roll call vote to approve the rescinding of tuition students 7691493063 and 2565895763 for the 2015-2016 school year at a rate of \$11,906 each.

K. Long Range Planning Update

RESOLUTION by Mr. Spector, seconded by Mr. Padula and carried on unanimous roll call vote to approve a partnership with Education Information Resource Center (EIRC) for Strategic Planning Services during the 2015 –2016 school year at a cost not to exceed \$10,800.00.

Sept 30 – Workshop by EIRC for Admin and Board of Education members
 1st Workshop - October 7 from 7pm – 8:30 pm; open to any community member
 2nd Workshop - November 11
 3rd Workshop - December 1
 4th Workshop – January 21

L. School Community Update –

Scott Downie from Spiezle designed and shared 8 possible architectural expansion plans/scenarios for both facilities

M. Update on Schools – Principals Cuddihy & Davis

Mrs. Cuddihy publicly thanked her staff, Rick and staff, M. Pepe and E. Spears
 - New teacher orientation was held last week; 2days in collaboration with MC3 in Matawan Regional HS, and one day in district. It was a productive 3 days.
 - Book club – “Unstoppable Writing Teacher”
 - Orientation Grade 1-3 “re-orientation”

Mr. Davis:

- 6th grade locker orientation was held today - thank you to Rick Robbins for his assistance.
 - Parent orientation for incoming 6th graders as well as new students was held. Thank you Ms. Remmert
 - Thank Mrs. Spears for her work on schedules
 - Thanks to Ms. Young, Chris Aviles and Kathy Elgrim

N. Fall Sports Schedules

MOTION by Mr. Spector, seconded by Mr. Bernstein and carried on voice vote to approve the following 2015 Knollwood Fall Sports schedules:

Cross Country	Field Hockey	Boys Soccer	Girls Soccer
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O. Architect Update – Meeting scheduled with Scott Downey on Sept 2, at 7:00pm

X. Committee Reports

A. Community Relations/Planning/ Regional Coordination – *Chairperson, Mr. Padula*

- **Committee held their monthly meeting on August 25, 2015**
 - Mr. Padula reviewed topics covered
 - Board Goals were developed and to be finalized in time for September meeting

1. Reports

- a. Regional High School Board of Education Meeting(s) - Mr. Gripp reported
- b. PTA Meeting – Keri Maguire reported on upcoming activities this fall
 1. October 7 – Friends of Different Learners preparing for college @ RFH
- c. Education Foundation –
The Educational Foundation donated approximately \$14,000.00 for Chromebooks and carts at both schools
- d. Booster Club – paperwork to participate in fall sports at Knollwood is due this Friday
- e. Borough Council Meeting – Lt. Joe McGovern was promoted to Captain. Chief Brenkenridge will be retiring as of October 1st and being replaced by Capt. Joe McGovern as the acting chief.

B. Finance – *Chairperson, Mrs. Walker*

- **Committee held their monthly meeting on August 19, 2015**

MOTION by Mrs. Walker, seconded by Mr. Spector and carried on voice vote to consider Items 1 through 5 on the Meeting Agenda as a consent agenda.

RESOLUTION by Mrs. Walker, seconded by Mr. Spector and carried on unanimous roll call vote, to approve Items 1 through 5, with Mr. Bernstein out of the room.

1. Bill Payment

RESOLUTION to approve payment of bills and claims for the month of August in the amount of \$495,526.31.

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
\$75	11-000-213-600-02-K health supp K	11-000-213-600-01-S health suppl
\$50	11-000-221-600-00-C supplies	11-000-221-104-03-0 innovative act
\$300	11-000-230-890-02-0 accident ins	11-00-230-590-02-0 fidelity bonds

3. Monthly Certification of Budgetary Major Account/fund Status

RESOLUTION to certify Budgetary Major Account/Fund Status Report for the month of August 2015 after review of the Secretary's Monthly Financial Report and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been overexpended in financial obligations for the remainder of the year to accept the certification.

Valery Petrone, Board Secretary

4. District Taxes

RESOLUTION to request the Borough Administrator to transfer \$2,230,033 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	COST	LOCATION	MILES
8/27	Loreal Zarza	Launching a State-of-the Art Year for First Grade Readers and Writers	\$80	Teachers College Columbia Univ. New York, NY	\$55 max per day
8/27	Ami Ohe	Launching the Year in Your Fifth Grade Reading and Writing Workshop Curriculum	\$80	Teachers College Columbia Univ. New York, NY	\$55 max per day
8/28	Loreal Zarza	Getting the Best Possible Start on New Units and a New Year: "We Are Readers" and Launching Writing Workshop	\$80	Teachers College Columbia Univ. New York, NY	\$55 max per day
8/28	Stephanie Homyak Leeann Lanza	Getting Started with Middle School Reading and Writing Workshop: An Introduction to the Curriculum, Structures, and Methods that Will Support You and Your Students All Year	\$80 each	Teachers College Columbia Univ. New York, NY	\$55 max per day

C. Education – *Chairperson, Mr. Spector*

1. MOTION by Mr. Spector, seconded by Mr. Bernstein and carried on voice vote to approve the following new curriculum for the 2015-16 School Year:

- a. 8th Grade Social Studies
- b. Grades 4, 5 and 6 Innovation Lab
- c. Grades K – 3 Media Literacy

2. MOTION by Mr. Spector, seconded by Mr. Bernstein and carried on voice vote to approve the following curriculum for the 2015-16 School Year

English Language Arts
 Mathematics (K-6; 7 & 8; 6-8 G&T)
 Science
 Social Studies (including 5th grade revisions)
 World Language
 Technology
 21st Century Life and Careers
 Visual and Performing Arts
 Comprehensive Health and Physical Education

3. Partnership with Count Basie Theatre & John F. Kennedy Center for the PA

RESOLUTION by Mr. Spector, seconded by Mr. Bernstein and carried on unanimous roll call vote to enter into a partnership with Count Basie Theatre and the Partners in Education program of the John F. Kennedy Center for the Performing Arts beginning in the 2015-16 school year.

D. Personnel/Board Staff Relations - *Chairperson, Mrs. Brasch*

▪ **Committee held their monthly meeting on August 19, 2015**

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

MOTION by Mrs. Brasch, seconded by Mr. Padula and carried on voice vote to consider Items 1 through 5 on the Meeting Agenda as a consent agenda.

RESOLUTION by Mrs. Brasch, seconded by Mr. Padula and carried on unanimous roll call vote, to approve Items 1 through 5.

1. Professional Staff

a. Rescissions

1. RESOLUTION to rescind the appointment of Samantha Heckler as a replacement teacher for the 2015-2016 school year.
2. RESOLUTION to rescind the appointment of Jacqueline Adase as a 7th grade literacy teacher for the 2015-2016 school year.

b. Appointment

1. RESOLUTION to approve the appointment of Leeann Lanza as a 7th grade literacy teacher for the 2015-2016 school year. FTE = 1.0 Step 1BA \$51,393
BA Muhlenberg College, English

c. Resignation

MOTION to approve the letter of resignation from Kevin Davis, Knollwood School principal, submitted on August 26, 2015. His release date from the district will be no later than October 23, 2015.

d. Lunch Duty

RESOLUTION to approve the following professional staff to provide lunchtime duty daily. \$22/hour

Melanie Chayette – 1 hour
Charles Merton – 1 hour
Numar Vasquez – 30 minutes

e. Salary Revision

RESOLUTION to revise the salary of Falilou Seck to reflect an increase in his FTE from .81 to 1.0 for the 2015-2016 school year; \$55,498

2. Support Staff

a. Assignments

RESOLUTION to revise the assignments for the following support staff:

- Kimberly Croce from paraprofessional to: paraprofessional @ \$15.30/hr and instructional assistant @\$20.40/hour
- Patricia Ferretti from paraprofessional/instructional assistant to instructional assistant @ \$20.80/hour
- Melissa Hall from paraprofessional to instructional assistant @ \$20.40/hour
- Elsa VanCleve from paraprofessional to instructional assistant @ \$20/hour

b. Rescission

1. RESOLUTION to rescind the appointment of Tina Marie Loria, part-time Paraprofessional, for the 2015-16 school year.

c. Appointment

1. RESOLUTION to appoint William Clough as an instructional assistant for the 2015-16 school year; \$20/hour
2. RESOLUTION to appoint Laura Santitoro as a paraprofessional @ \$15/hr./instructional assistant @ \$20/hr. for the 2015-2016 school year.

3. Substitute Teacher Appointments

RESOLUTION to appoint the following substitute teachers for the 2015-2016 school year pending results of criminal history review where required.

Rose	Abels		Courtney	Kemler
Marjorie	Abson		Felicia	Kenny
Jamie	Albers		Leeann	Lanza
Jennifer	Andres		Linda	Leasor
Elizabeth	Antonio		Lisa	Little
Lisa	Bollinger		Tinamarie	Loria
Gina	Brock		Amy	Mannino
Barbara	Cadamuro		Angela	McAvoy
Marianne	Carroll		Christopher	McCabe
Cathryn	Danielczyk		Andrea	McCue
Elizabeth	Dunigan		Laurie	McManus
Andrea	Edler		Karen	Pyndus
Christine	Foligno		Patricia	Raphael
Elisa	Ham		Cynthia	Reid
William	Heath		Marisa	Rosenthal
Charles	Hoffman		Lisa	Sarullo
Theresa	Horney		Maureen	Schmid
Rose	Horré		Elizabeth	Schwartz
Maria Lisa	Hyduke		Margaret	Taft
Carlie	Jakub		Kelly	Tambaro
Laura	Keats		Anne	VanHemmen

4. Reappointment of Press Release Writer for the 2015-16 School Year

RESOLUTION to approve the action of the Superintendent appointing Mary Ann Kampfe to serve as the district's Press Release Writer for the 2015 -16 school year, at an hourly rate of \$30 per hour and not to exceed 200 hours.

5. Staff Assignments

RESOLUTION by Mrs. Brasch, seconded by Mr. Padula and carried on unanimous roll call vote to approve the staff assignments for 2015-2016. See attached list

6. Mentors for Teachers

MOTION by Mrs. Brasch, seconded by Mr. Padula and carried on voice vote to approve the following professional staff to serve as mentors for new staff during the 2015-16 school year:

Chris Aviles
Mallory Coffin
Basil Henning
Hugh O'Hare

E. Operations – *Chairperson, Mrs. Brasch*

Mrs. Brasch discussed the new telephone system, the new gym floor, as well as announced a big thank you to Rick Robbins and his crew for their great work this summer to get our buildings in excellent condition to begin a new school year.

F. Legislative & Policy - *Chairperson, Mr. Bernstein*

- **Committee held their monthly meeting on August 19, 2015**

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

P3322 Staff Member's Use of Personal Cellular Telephones/Other Communication Devices

P4322 Staff member's Use of Personal Cellular Telephones/Other Communication Devices

P5330 Administration of Medication (M)

R5330 Administration of Medication (M)

P5339 Screening for Dyslexia (M)

P5615 Suspected Gang Activity

P5756 Transgender Students

P8540 School Nutrition Programs

P8820 Opening Exercises/Ceremonies

2. Regulation Abolishment

MOTION by Mrs. Brasch, seconded by Mrs. Walker and carried on voice vote to ABOLISH Regulation 8540 Free and Reduced Rate meals

G. (Vice) President's Report

Mrs. Brasch wishes all a happy and fruitful school year

XI. Business Administrator's Report

MOTION by Mr. Bernstein, seconded by Mr. Spector, and carried on voice vote to consider Items A through C on the Meeting Agenda as a consent agenda.

A. School Nursing Services – MOESC

RESOLUTION to approve a contract for MOESC to provide a Registered Nurse or Licensed Practical Nurse services at a rate of \$51/hour for an RN and \$41/hour for an LPN.

B. Lunch Agreement RBRHS

RESOLUTION to approve a contract with Red Bank Regional High School to provide satellite lunch service to the Knollwood and Sickles Schools. Charges per lunch will be \$3.00 for a regular lunch, \$4.25 for a premium lunch and \$5.00 for an adult meal. In addition, the mileage charge will be \$.325.

C. Tuition Students

1. Temporary Tuition Students

- a. As per policy # 5111, RESOLUTION to approve the request to accept tuition student R083 for the 2015-2016 school year at a rate of \$12,257.00
- b. As per policy # 5111, RESOLUTION to approve the request to accept tuition student R084 for the 2015-2016 school year at a rate of \$11,906.00
- c. As per policy # 5111, RESOLUTION to approve the request to accept tuition student R085 for the 2015-2016 school year at a rate of \$12,257.00
- d. As per policy # 5111, RESOLUTION to approve the request to accept tuition student R086 for the 2015-2016 school year at a rate of \$12,257.00

2. Tuition Students

- a. RESOLUTION to approve the contract with Rumson Schools to accept tuition student R076 for the 2015-2016 school year at a rate of \$67,106.00
- b. RESOLUTION to approve the contract with Middletown Township Schools to accept tuition student R080 for the 2015-2016 school year at a rate of \$72,486.00
- c. RESOLUTION to approve the contract with Red Bank Borough Schools to accept tuition student R079 for the 2015-2016 school year at a rate of \$24,181.00

- d. RESOLUTION to approve the contract with Little Silver to accept tuition student R081 for the 2015-2016 school year at a tuition rate of \$47,886.00
- e. RESOLUTION to approve the contract with the Rumson Schools to accept tuition student R078 for the 2015-2016 school year at a tuition rate of \$66,115.00

XII. 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

Beth DelVecchio 96 Forrest Ave., asked for clarification of the

Innovation Labs and how they would be incorporated into a student's schedule

Liza Doonan 28 Parker Ave., inquired about the turnover in Literacy staff

Nicole Laub 97 Lewis Lane, asked where the Board By-Laws were and if available to the public

Suzanne McCabe 67 Lewis Point Rd., asked about the following – GAP assessment ;

Strategic Planning sessions; SciP; Long Range Planning; Tutoring; Principal search

Nicole Laub 97 Lewis Lane, asked for clarification on Tri-District planning.

XIII. Correspondence

- M. Russoniello; C. Marxen; S. McCabe; K. Davis

XIV. New Business –

Mr. Ribon updated the Board on the Knollwood principal search/ Mr. Davis transition – same process will be followed that was used for our Sickles Principal search, as well the Director of Special Services. Input from parents and staff will be requested. The position has been posted. We will let the process will play itself out; we looking for a candidate with administrative experience and who is a great fit for our community. Mr. Davis is required to give us 60-days' notice before his departure and will be remaining in the district to begin the school year. Based on the fact that we are a great district, high quality candidates will come forth. We are very good shape to begin the school year and will be fine.

XV. Adjournment to Closed Session

MOTION by Mrs. Brasch, seconded by Mrs. Walker and unanimously carried on voice vote to adjourn to Closed Session at 7:58 PM. Session to last no more than 60 minutes.

The Board adjourned to closed session for the purpose of discussing matters related to litigation.

XVI Return to Open Session at 8:53 PM

XVII. Adjournment

MOTION by Mrs. Brasch, seconded by Mr. Bernstein and unanimously carried on voice vote to adjourn at 8:55 PM.

Valery Petrone, Board Secretary

Minutes