

FAIR HAVEN BOARD OF EDUCATION

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

2015-16 BOARD OF EDUCATION GOALS

- Goal 1: Develop and present a comprehensive facilities referendum question.
- Goal 2: Develop a Strategic Plan by continuing to identify and plan for our district's short and long term.
- Goal 3: Continue to improve community relations, visibility and communication.

2015-16 DISTRICT GOALS

- Goal 1: Expand our commitment to the collection and analysis of data to foster meaningful actionable feedback to students, along with an ongoing informative communication with parents/guardians.
- Goal 2: A continued cultivation and sustainment of opportunities for technology integration to enhance student engagement, data collection, improved instruction and authentic student work.
- Goal 3: Expand the articulation and professional collaboration with the Rumson Elementary and Rumson-Fair Haven Regional High School districts to sustain a culture of sharing and learning among all stakeholders.
- Goal 4: Design strategies to create and expand learning opportunities and experiences for all children as part of our efforts to improve student wellness.
- Goal 5: Continue to promote an environment of trust, respect and service to our school community.

NOTICE OF REGULAR MEETING

The Regular Meeting of the Fair Haven Board of Education was held on Wednesday, December 16 at 5:00 P.M. in the Knollwood Library-Media Center (L-MC) on Hance Road.

AGENDA

(BG = BOE Goal/ DG= District Goal)

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 checked="" type="checkbox"/> Mr. Bernstein | <input checked="" type="checkbox"/> Mrs. Brasch | <input checked="" type="checkbox"/> Mrs. Coleman |
| <input checked="" type="checkbox"/> Mrs. Halcrow | <input checked="" type="checkbox"/> Mr. Mancuso | <input checked="" type="checkbox"/> Mr. Padula |
| <input checked="" type="checkbox"/> Mrs. Saad arr. 5:06pm | <input checked="" type="checkbox"/> Mr. Spector arr. 5:13pm | <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 type="checkbox"/> Mr. Mancuso | <input type="checkbox"/> Mr. Padula |
| <input 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"/> Amy Romano, Principal |
| <input checked="" type="checkbox"/> Kathy Elgrim, Supervisor | <input checked="" type="checkbox"/> Scott Kiewe, Director |
| <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 Mr. Mancuso 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 student matters. Any action of the board, which need not remain confidential, will be made public as soon as possible. This session will be concluded within 30 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

Mr. Mancuso welcomed the public in attendance. He promised to end the meeting by 6:30 so that all could attend the winter concert.

VIII. Consideration of Minutes

MOTION by Mr. Mancuso, seconded by Mr. Bernstein and carried on voice vote to accept the minutes of the November 18, 2015 Regular Meeting.

IX. Superintendent's Report – (Mrs. Saad arrives at 5:06 pm)

A. Recognition of Retiree – Miss Ruth Rapkin – Music Teacher

Mr. Ribon, thanked Ms. Rapkin for her years of service to the students of Fair Haven and presented her with a token of appreciation for her 17 years of service.

| B. Enrollment | SICKLES | KNOLLWOOD | |
|---------------|----------------|------------------|------------------------|
| Pre-K | 27 | 4 | 109 |
| K | 78 | 5 | 110 |
| 1 | 100 | 6 | 137 |
| 2 | 114 | 7 | 120 |
| 3 | 109 | 8 | 110 |
| | 428 | | 586 Total: 1014 |

C. Fire Drills

| | |
|-----------|--------------------------------|
| Sickles | 11/20, 8:40 AM; 12/10, 1:15 PM |
| Knollwood | 12/4, 1:30 PM |

D. Security Drills

| | |
|-----------|---------------------------------|
| Sickles | 11/23, 12:45 PM; 12/14, 9:30 AM |
| Knollwood | To be held later this month |

E. Harassment Intimidation and Bullying Report

MOTION by Mr. Bernstein, seconded by Mr. Padula and carried on voice vote to accept the Harassment, Intimidation and Bullying Report from November 2015.

F. Staff Attendance Data – November 2015

| EMPLOYEE CATEGORY | Amount of Staff | Total Possible Days | Total Absences | Attendance Percentage |
|--------------------------|------------------------|----------------------------|-----------------------|------------------------------|
| Administrators | 7 | 119 | 2 | 98.3 |
| Teachers | 99 | 1668 | 26.5 | 98.4 |
| Aides | 26 | 442 | 14.5 | 96.7 |
| Secretaries | 8 | 136 | 3.5 | 97.4 |
| Custodians | 9 | 189 | 1 | 99.5 |
| Coordinators | 2 | 34 | 1 | 97.1 |
| TOTAL | 153 | 2588 | 48.5 | 98.1 |

G. Student Attendance Data – November 2015

| GRADE | Amount of Students | Total Possible Days | Total Absences | Attendance Percentage |
|---------------------|---------------------------|----------------------------|-----------------------|------------------------------|
| Pre-Kinder. | 27 | 459 | 10 | 97.82 |
| Kindergarten | 78 | 1326 | 10 | 99.25 |
| First | 100 | 1700 | 41.5 | 97.56 |
| Second | 114 | 1938 | 57 | 97.06 |
| Third | 109 | 1853 | 35.5 | 98.11 |
| TOTAL | 428 | 7276 | 154 | 97.89 |
| Fourth | 109 | 1853 | 79.5 | 95.71 |
| Fifth | 110 | 1870 | 75 | 95.99 |
| Sixth | 137 | 2330 | 96 | 96.57 |
| Seventh | 120 | 2040 | 100.5 | 95.07 |
| Eighth | 110 | 1870 | 78.5 | 95.80 |
| TOTAL | 586 | 9962 | 429.5 | 95.86 |

H. Strategic Planning Update (BG2) –

- 3rd session was held on December 1. Seven areas were identified and action steps to achieve the goals set in these areas.
- January 21- data night
- Final piece will be a community survey

I. District Student Assessment Update & PARCC Presentation (DG1)- *Mr. Spector arrives 5:13 pm*

- 2015 PARCC data – presentation by Mrs. Elgrim, Mrs. Cuddihy, Mrs. Spears & Mrs. Romano
- Individual student scores will be mailed home in early January.

J. Update on Schools – Cheryl Cuddihy & Kathy Elgrim

- Mrs. Cuddihy, Sickles School, *reported*
- Screening for Dyslexia, using Dibbles, First grade

- Thrilled with reading work by staff. Different activities were used in classrooms to make great readers
- Rowanda Literacy Project is nearly complete
- Coding is working so well at Sickles, students very enthused
- Report cards will be out next week

Mrs. Elgrim, Knollwood School, *reported*

- Concerts were performed at Sickles yesterday, this evening and tomorrow at Knollwood
- Code.org- there will be a visit to the Microsoft store in NYC on Monday, December 7, 2015
- Basketball season up and running

Mrs. Elgrim was thanked for all her hard work over the past months

X. Committee Reports (BG3)

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

- **Committee held their monthly meeting on 12/8**

1. Reports

- a. Committee Report
- b. Regional High School Board of Education Meeting(s)
- c. PTA Meeting – Met with literacy teams and bought books. Book Fairs were successful.
 - Charitable Giving-collect books to donate to Bridge of Books
 - Chili fund raiser
 - Elves wrapping at Youth Center for \$20.00
 - Mr. Kiewe presented at the last PTA
- d. Education Foundation –
 - Fundraisers will be held:
 - Coffee
 - Evening nights out at the Knights
 - And additional fund raisers are being explored
- e. Booster Club – Cheryl
 - No report
- f. Borough Council Meeting –
 - No report
- g. Wall of Honor – Mr. Perroto helped to create a Wall of Honor at the Knollwood School to recognize graduates that have or are presently serving our country. Today, a ceremony was held adding Anthony Sciametta's picture to the wall. Anthony was a 2011 Knollwood School graduate.

B. Finance – *Chairperson, Mrs. Walker*

- **Committee held their monthly meeting on 12/14**

MOTION by Mrs. Walker, seconded by Mr. Bernstein and carried on voice vote to consider Items 1 through 7 on the Meeting Agenda as a consent agenda.

RESOLUTION by Mrs. Walker seconded by Mrs. Brasch and carried on unanimous roll call vote, with Mr. Padula abstaining on item #6, to approve Items 1 through 7.

1. Treasurer's Report

RESOLUTION to accept the Treasurer's report for the month of November 2015.

2. Monthly Certification of Board Secretary's Report

RESOLUTION to accept the report for the month of November 2015.

a. Bill Payment

RESOLUTION to approve payment of bills and claims for the month of December in the amount of \$403,047.03

4. 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 |
|--------|------------------------------------|--|
| 400 | 11-000-216-100-00-0 sly rltd srvs | 11-000-100-566-00-0 tuition priv schools |
| 1000 | 11-000-213-100-01-0 sly nurses | 11-000-213-100-02-0 sly sub nurse |
| 10 | 11-000-222-100-00-0 sly librarians | 11-000-222-177-00-0 sly tech coordinator |
| 250 | 11-000-230-590-04-0 prof sem fees | 11-000-230-890-01-0 prof fees supt |
| 1000 | 11-213-100-101-00-0 sly res rm | 11-000-270-515-00-0 transportation sp ed |
| 2500 | 11-215-100-106-01-0 ESY PSD | 11-150-100-101-00-0 sly home instruction |
| 670 | 11-204-100-106-00-0 LLD aides | 11-204-100-101-02-0 sly LLD subs |

5. Monthly Certification of Budgetary Major Account/fund Status

RESOLUTION to certify Budgetary Major Account/Fund Status Report for the month of December 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

6. District Taxes

RESOLUTION to request the Borough Administrator to transfer \$ 2,230,033 in tax levy due to the Board of Education account in January.

7. 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. |
|------------|-------------------------------------|---|---|--|---------------------|
| 12/18/15 | C. Stephan | Eighth Grade Argument Writing, Debate, and Analysis of Evidence in ELA, Social Studies, and science - Structures and Strategies for Working on Logic, Complexity, and Clarity | \$80 | Teachers College Columbia Univ. New York, NY | \$55 max per day |
| 1/12/16 | M. Bufano K. Goode E. Spears | How to Recognize the Challenges Inherent in Texts; and How to Teach Kids How to Navigate Those Challenges | \$80 each | Teachers College Columbia Univ. New York, NY | \$55 max per day |
| 1/20/16 | S. Wyckoff | Becoming a Contemporary Teacher: Integrating Digital, Media, Global Literacies Into Curriculum, Assessment and Instruction | \$80 each | Teachers College Columbia Univ. New York, NY | \$55 max per day |
| 1/22/16 | C. Merton K. Mills C. Russo | The Intersection of Author Studies, Interpretation Clubs, and Literary Essay | \$80 | Teachers College Columbia Univ. New York, NY | \$55 max per day |
| 1/27/16 | E. Koch | NGSSm – Crosscutting Concepts | \$125 | Raritan Valley Community College | 80 |
| 1/28-29/16 | C. Cuddihy A. Romano P. Young | NJ Association of School Administrators 2016 TECHSPO Conference | Max: \$270 reg. \$97 (Hotel) \$46 MI&E | Harrah's Atlantic City, NJ | 170 |
| 1/29-31/16 | C. Aviles V. Petrone N. Ribon | EDUCON 2.8 2016 The Science Leadership Academy Philadelphia, PA | \$150 reg. \$144 hotel \$92 MI&E | Philadelphia, PA | 170 |
| 1/27/16 | B. Koch | Raritan Valley NGSSM | \$125 | Philadelphia, PA | 170 |

C. Education – *Chairperson, Mr. Spector (DG 3)*

- **Committee held their monthly meeting on 12/7** – this was a Tri-District meeting. Information is flowing between the districts at all levels. The goal is for the Tri District to meet three times a year and report out about the progress. Mr. Spector thanked his committee, the administration and staff for all of their hard work over the past year.

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

- **Committee held their monthly meeting on 12/12**

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

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

1. Professional Staff

a. Salary Revision

1. RESOLUTION to revise Basil Henning's salary to reflect the achievement of BA+30 (Step 3) on the Teacher's Salary Guide, effective January 1, 2016. \$53,588
2. RESOLUTION to revise the salary of Karen Hauge to reflect the change of FTE from .67 to .66. - \$35,503

b. Extra-Curricular Activities

RESOLUTION to approve the following extra-curricular activities and advisors:

| Club Name | Advisor | Amount Not To Exceed |
|------------------|-----------------|----------------------|
| Math Olympiad | Ami Ohe | \$575 |
| Science Club 6-8 | Betsy Koch | \$300 |
| Spanish Club 6-8 | Nick Napolitano | \$550 |

c. Child Care Leave

RESOLUTION to approve the request of Kathleen Mills for a leave of absence on or about March 9, 2016 through June 30, 2016 for child care.

2. Support Staff

a. Appointment

RESOLUTION to approve the appointment of Angela McAvoy as a paraprofessional effective December 17, 2015, \$15/hour

b. Resignation

RESOLUTION to accept the resignation of Norma Larsen, paraprofessional effective January 15, 2016

3. Substitute Teacher Appointments

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

Justine Ferretti
Danielle Shea

4. Volunteer Coach

MOTION to approve William Dodich (teacher) as a volunteer boys basketball coach for the 2015-2016 season.

5. Student Teachers

a. MOTION to approve Amanda Doerr, a Monmouth University student, to complete her externship for speech language pathology with Susan Makofsky January to March 2016.

b. MOTION to approve Christine DiBiase, a Monmouth University student, to complete her clinical practice (student teaching) as an elementary K-6 generalist with Susan Bennett beginning on January 19, 2016 through April 22, 2016.

▪ **Committee held their monthly meeting on 12/14**

1. CMP – Comprehensive Maintenance Plan and M1

RESOLUTION by Mrs. Brasch seconded by Mr. Bernstein and carried on unanimous roll call vote to accept the 2015 Comprehensive Maintenance Plan and the M-1 reports.

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

- a. Happy Holidays
- b. Mrs. Halcrow went to Delegate assembly in November and shared her impressions

G. President's Report – *Mark Mancuso*

- Encourage those in attendance to continue the work with the strategic plan
- b. Mr. Mancuso stated that he was honored to serve the past 7 years on the Board of Education- he lauded the dedicated members of the board, parents, children, staff & administration that he has had the pleasure of serving.

RESOLUTION by Mr. Mancuso seconded by Mrs. Brasch and carried on unanimous roll call vote to accept, with regret, the resignation of Nelson Ribon, Superintendent, effective June 30, 2015.

XI. Business Administrator's Report –

- a. Mrs. Brasch thanked both members who are leaving the board and recognized them with tokens of appreciation.

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

1. Carlie Jakub, 3 Dana Court, Wall of Honor - questioned how one gets on it
2. Suzanne McCabe, 67 Lewis Point Rd, Publicly thanked the Board and Mr. Ribon
3. Carol Lang, 1 Forrest Avenue, questioned comparison of PARCC with old test
4. Carlie Jakub, 3 Dana Court, inquired about the enforcement of the Code of Conduct

XIII. Correspondence

S. Tice; E. Smith, Mr. Ribon

XIV. New Business

XV. Adjournment to Closed Session

MOTION by Mr. Mancuso, seconded by Mrs. Brasch and unanimously carried on voice vote to adjourn to Closed Session at 6:10PM.

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

XVI. Return to Open Session at 6:35

XVII. Adjournment

MOTION by Mr. Mancuso, seconded by Mr. Bernstein and unanimously carried on voice vote to adjourn at 6:36PM