

FAIR HAVEN BOARD OF EDUCATION

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

2016-17 BOARD OF EDUCATION GOALS

- Goal 1: Continue to develop and communicate progress toward a comprehensive facilities referendum.
- Goal 2: Implement and support a District Strategic Plan.
- Goal 3: Continue to improve communications and foster community relations.

2016-17 DISTRICT GOALS

- Goal 1: Conduct a full curriculum audit in the areas of Language Arts, Math, and Science to ensure the District is fully prepared to adopt and implement new curriculum based on the New Jersey Student Learning Standards in these major content areas for the 2017-18 School Year.
- Goal 2: 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 3: A continued cultivation and sustainment of opportunities for technology integration to enhance student engagement, data collection, improved instruction and authentic student work.
- Goal 4: Continue the expansion of 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 to specifically support curriculum enhancements as well as student health and wellness.
- Goal 5: Improve communication with our school community across all levels.

NOTICE OF REGULAR MEETING

The Regular Meeting of the Fair Haven Board of Education was held on Wednesday, December 14, 2016 at 7:00 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:

[x] Mr. Bernstein
[x] Mrs. Coleman
[x] Mr. Padula

[x] Mrs. Buckley
[x] Mrs. Halcrow
[x] Mrs. Saad

[x] Mrs. Coar
[x] Mrs. Jakub
[x] Mr. Spector

Absent: None

Others Present:

[x] Sean McNeil, Superintendent
[x] Amy Romano, Principal
[x] Scott Kiewe, Director

[x] Val Petrone, Business Admin/BOE Secretary
[x] Pat Young, Coordinator
[x] Chris Aviles, Coordinator

V. 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.

VI. Recognition of Visitors

VII. Consideration of Minutes

MOTION by Mr. Spector, seconded by Mrs. Jakub and carried on voice vote, Mr. Bernstein abstaining, Mrs. Saad absent, to accept the minutes of the November 30, 2016 Regular Meeting.

VIII. Superintendent's Report

A. Enrollment	SICKLES	KNOLLWOOD	
	Pre-K 27	4	113
	K 70	5	110
	1 107	6	109
	2 110	7	137
	3 117	8	123
	431	592	Total: 1023

B. Fire Drills

Sickles 12/16, 10:00 PM
 Knollwood 12/12, 2:25 PM

C. Security Drills

Sickles 12/14, 10:55 AM Extended Evacuation
 Knollwood 12/9, 8:45 AM Lockdown w/Fire Drill

D. School Community Update

E. Staff Attendance Data – November 2016

EMPLOYEE CATEGORY	Amount of Staff	Total Possible Days	Total Absences	Attendance Percentage
Administrators	7	128	0	100
Teachers	104	1818	39.5	97.8
Aides	30	540	24	95.6
Secretaries	8	144	1.5	99.0
Custodians	9	180	7	96.1
Coordinators	2	36	0	100
TOTAL	160	2846	72	98.8

F. Student Attendance Data – November 2016

GRADE	Amount of Students	Total Possible Days	Total Absences	Attendance Percentage
Pre-Kinder.	27	486	79.5	83.64
Kindergarten	70	1260	13.5	98.93
First	107	1926	28.0	98.55
Second	110	1980	55.0	97.20
Third	117	2106	38.5	98.17
TOTAL	431	7758	214.5	97.23

Fourth	113	2034	114.5	94.33
Fifth	110	1980	114.5	94.22
Sixth	109	1962	108.5	94.47
Seventh	137	2466	111.5	95.48
Eighth	123	2214	93.5	95.78
TOTAL	592	10656	542.5	94.90

G. Update on Schools – Provided by Principals Cuddihy & Romano and reported by Superintendent McNeil

Knollwood School Update

- The PTA has not only filled the school with more books and decorations for teacher’s classrooms and libraries they will be providing our staff with Holiday Cookie boxes next week. We are fortunate to have such a supportive and generous PTA
- 8th Graders were invited to attend a tour of RFH, which was a wonderful opportunity to see the building and get a small taste of what is to come next year, with another opportunity to tour RFH again in February
- Mr. Aviles and Ms. Smith held a forum including other technology teachers today in the library. This month in the Innovation Lab:
 - Received 6k aligned to Career Ready Practices standards for next year
 - Lab is being featured in Upworthy.com for Hour of Code and Innovative teaching practices
 - Lab is in the final stages of strategic partnerships with Monmouth University, Rutgers University, Real World Scholars, Meridian Health/Riverview Hospital, Autodesk, NJ DoE, Fed DoE, and local business/experts to fund/work with the Innovation Lab program
 - Greenhouse is done and ready for Integration into the Lab (and for anyone else who wants to use it)
 - FHGizmos entrepreneurship initiative is projected to make 2k this year
 - Innovation Family Night has had 60 people each month. We will be back in January
 - We have been invited to give two presentations at Innovate NJ to the state DoE this Friday
 - 3 schools have visited the Innovation Lab. Another 6 have signed up to visit the next two months
 - The Innovation Lab has started Monmouth Maker Meetups – a collaboration between schools running their own type of Innovation Lab or those who are looking to start. 5 school districts, 4 libraries, and Rutgers University will be attending the meeting and be part of the group going forward. The aim of the group is to provide teacher-driven PD.
- Basketball season opened on Monday. The boys and girls beat Monmouth Beach. The Knollwood Knights schedules may be found on the Knollwood Website under the Athletics Link
- The Exploratory Investigations program for 5th and 6th grades met last week. 5th grade is learning about the art of cartooning and 6th grade is learning about dances of all kinds.
- Our Winter Concerts were held on Monday and Tuesday evenings. Then a small group traveled to Sickles to perform for Students there. We are so proud of how hard our children work and so appreciative of Ms. Marino, Ms. Chayette, Miss Smith and Miss Hauge’s dedication to our students. Thank you to our Footlight’s

Performing Arts Club for providing coffee and tea during the evening performances and for setting the tone for an amazing evening of music!

- The Knollwood Student Council has started a fundraiser for “Pennies for Patients”. The fundraiser is tied into Movie Madness. If you are unfamiliar, jars are set up by movies. Students then have an opportunity to choose which movie they would see by donating coins to labeled jars. The jar with the most coins will be shown during the single session day before break. All proceeds benefit the Leukemia/Lymphoma Society
- Knollwood Extra-Curricular activities have been updated to reflect current dates, times and advisers.
- Reminder that Mrs. Pagan, the Knollwood Guidance Counselor, will be presenting the film, “Chasing the Dragon” tomorrow at 9:15 am in the Knollwood APR. The movie discusses the current epidemic of heroin and opioid abuse amongst our teens.

Sickles School Update

- Sickles is in full swing with the holidays and of course learning! Students are wrapping up non-fiction units in both reading and writing.
- We are so grateful for our 1:1 Chromebook initiative in grades 2 and 3. Students are able to conduct research and collaboratively work on slideshows to demonstrate their learning.
- Our partnership with Count Basie continues to thrive as 1st grade attended the Nutcracker.
- We recently hosted Kennedy Center teaching artist, Imani Gonzalez who treated the Sickles Staff and third grade student’s arts integration. Participants learned how to build reading comprehension through rhythm and sound to explore ways to help students develop reading comprehension strategies and make connections between music and language. Teachers were guided through a process to help students create a Soundscape, a way to retell the story that connects students to the story’s tone, mood, setting, and the characters’ culture(s)
- We are very grateful to the FH PTA for sponsoring this event and providing our students and staff with a new level of comprehension when they experience seeing, hearing, and feeling through their reading!
- We are excited to continue with our unit planning and are very excited to work with our new math pilots. Teacher leaders are stepping into strong roles to help advocate for best practices in education.
- Data continues to drive our instruction and teachers are looking forward to sharing students’ progress with everyone via report cards and during conferences

IX. Committee Reports

A. Community Relations/Planning/ Regional Coordination – *Chairperson, Mrs. Halcrow*

▪ **Committee held their monthly meeting on – NO MEETING THIS MONTH**

1. Reports

- a. Committee Report –
Strategic Planning – still in review
- b. Regional High School Board of Education Meeting(s)
- c. PTA Meeting –
 1. Successful fundraiser at Chipotle
 2. Nauvoo night out tomorrow

- d. Education Foundation –
MOTION by Mrs. Halcrow, seconded by Mr. Bernstein and carried on voice vote to approve the February 25, 2017 Education Foundation Fund Raiser at Downtown in Red Bank
- e. Booster Club – no report
- f. Borough Council Meeting – no report

B. Finance – *Chairperson, Mrs. Saad*

- **Committee held their monthly meeting on 12/12**
 - Discussion included
 - Generous gift donated by a parent - reviewed policy regarding donations
 - Current events, State revenue- ideas on lobbying the state

RESOLUTION by Mrs. Saad, seconded by Mr. Bernstein and carried on unanimous roll call vote to approve Items 1 through 8.

1. Bill Payment

RESOLUTION to approve payment of bills and claims for the month of December in the amount of \$470,427.88.

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:

<u>Amount</u>	<u>From</u>	<u>To</u>
800	11-000-219-104-00-0 salaries CST	11-000-219-600-00-B supplies CST
1470	11-000-221-176-00-0 math/lit coach	11-000-221-104-02-0 Inn prog sly
1500	11-000-216-100-00-0 sly rlt'd srvc's	11-000-240-103-00-0 sly principals
500	11-000-216-320-02-0 ESY sly	11-000-240-500-02-S trvl reimburse
4500	11-190-100-270-00-0 health bens	11-000-230-270-00-0 health bens

3. Monthly Certification of Budgetary Major Account/fund Status

RESOLUTION to certify Budgetary Major Account/Fund Status Report for the month of December 2016 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.

4. Monthly Certification of Board Secretary's /Treasurer's Reports – October

Be it Resolved that the financial reports of the Secretary to the Board of Education and the Report of the Treasurer of School Monies dated October 31, 2016, which are in agreement, be accepted and submitted and attached to and made part of the minutes of this meeting.

Be it further 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.

5. Monthly Certification of Board Secretary's /Treasurer's Reports – November

Be it Resolved that the financial reports of the Secretary to the Board of Education and the Report of the Treasurer of School Monies dated November 30, 2016, which are in agreement, be accepted and submitted and attached to and made part of the minutes of this meeting.

Be it further 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.

6. Comprehensive Annual Financial Report (CAFR) 2015-2016

RESOLUTION to accept the Comprehensive Annual Financial Report for school year ending June 30, 2016 , with no findings.

7. CAP – Corrective Action Plan

As there were no findings, a corrective action plan is not required.

- **The CAFR will be uploaded to the website**

8. 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.
12/14/16	C. Setaro	Use Shared Reading, Interactive Writing & Word Study in both Whole & Small Group Instruction: Transferring Foundational Skills from Components to Kids' Actual Reading	\$50	New York, NY	\$55 max
12/16/16	J. Diez P. Greenhall	Child Mind Institute – Brave Buddies Observation	N/A N/A	New York, NY	\$55max each
12/20/16	C. Myrhum	The Literary Essay: Writing About Fiction	\$50	Teachers College Columbia Univ. New York, NY	\$55 max
1/10/17	N. Freitas M. Moriarty C. Stephan S. Wyckoff P. Young	MC3 Winter Summit - Integrating Technology Across Content Areas	N/A	Monmouth University	N/A
1/11/17 & 1/12/17	C. Aviles S. McNeil	Future Ready Conference	N/A	Newark, NJ	\$54
1/11/17	C. Cuddihy	Future Ready Conference	N/A	Newark, NJ	\$27
1/11/17	A. Romano	Future Ready Conference	N/A	Newark, NJ	\$27
2/27/17	J. Miller	Pediatric Advanced Cardiac Life Support Training	N/A	Neptune, NJ	N/A
1/17/17	S. Frankel T. Mattison C. Piotrowski G. Prendimano R. Raibick	Pilot iReady program-Understanding Data	\$700 total	Shrewsbury, NJ	N/A

C. Education – *Chairperson, Mrs. Coleman*

RESOLUTION by Mrs. Coleman, seconded by Mr. Bernstein and carried on roll call vote to approve Items 1 through 2, nay vote by Mrs. Jakub to Liberty Science Center trip on 1/20/17.

1. Field Trips

RESOLUTION to approve the following field trips:

Date	Teacher(s)	Grade	Destination	Cost
1/11/17	Bryant Pagan	6-8 Student Council	The College of NJ	Admission: \$925 Bus: TBD Students Pay: \$10
1/20/17	Koch	8	Liberty Science Center	Tickets: \$2,285 Buses: \$2,505 Students Pay: \$40

2. Curriculum Program Pilots

MOTION to approve curriculum program pilots for January through June 2017:

January - June 2017 Formal Pilots:

Math: enVision 2.0									
Grade	K	1	2	3	4	5	6	7	8
Teachers	McGrade & Moriarty	Caruso	Boccino / Bayer	Wyckoff	Merton / Horan	Oh	Dodich	Beattys	*O'Hare / Bryant

Math: Big Ideas			
Grade	6th	7th	8th
Teachers	Dodich	Beattys	O'Hare

Math: Investigations (1 unit per section per grade level)						
Grade	K	1	2	3	4	5
Teachers	Kennedy/ DelTin/ Gibson/ Greenhall	Setaro	Maguire	Goode	Gagliano	Bufano
Name of Unit	How Many Now? & Make a Shape, Fill a Hexagon	Comparing and Combining Shapes	Quadrilaterals, Rectangles & Squares	Cube Patterns, Arrays and Multiples of 10.	How many packages? How many Groups?	What's That Portion?

Digital Adaptive Diagnostic Tool: [iReady](#) (Literacy & Math)

Grade	3rd	5th	7th
Teachers	Piotrowski/Raibick/Frankel	Mattison	Prendimano

D. Operations – *Chairperson, Mrs. Jakub*

- **Committee held their monthly meeting on – NO MEETING THIS MONTH**

M-1

MOTION by Mrs. Jakub seconded by Mr. Spector and carried on voice vote to approve the M-1 2016-2017 report.

E. Personnel/Board Staff Relations - *Chairperson, Mrs. Coleman*

- **Committee held their monthly meeting on December 12, 2016**

RESOLUTION by Mrs. Coleman, seconded by Mr. Bernstein and carried on unanimous roll call vote to approve Items 1 through 3, Mrs. Jakub abstaining.

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

1. Professional Staff

a. School Psychology Practicum Student Intern

MOTION to approve Andrew Billups, Rutgers Graduate School doctoral student, to complete his psychology practicum one day per week beginning January 2017 through June 2018, to be supervised by Dr. Matthew Strobel.

b. School Counselor Practicum Student Intern

MOTION to approve Monique Staffieri, Monmouth University student, to complete her School Counseling Practicum one day per week for 100 hours beginning January 2017 through June 2017, to be supervised by Cara Pagan.

2. Support Staff

RESOLUTION to approve Patricia Tilly as a lunch aide effective date pending results of her criminal history review.

3. Substitute Teacher

RESOLUTION to approve Patricia Tilly as a substitute for the 2016-2017 school year pending results of her criminal history review.

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

- **Committee held their monthly meeting on – NO MEEING THIS MONTH**

RESOLUTION by Mr. Bernstein, seconded by Mr. Spector and carried on unanimous roll call vote to approve Items 1 through 2.

1. As per Fair Haven Board of Education Bylaw 0131, this shall be considered the second reading of the following policy:

2415.30 - Title I - Educational Stability for Children in Foster Care

2. Policy Adoption

MOTION to adopt the above policy.

G. President's Report – Mr. Padula, Board President, lauded Mr. Bernstein and Mr. Spector for their hard work. Ms. Cronin former Superintendent, Mrs. Frissora former board member, Mr. Kiewe Pupil Services Director also added comments on the out-going board members contributions to our school district.

X. Business Administrator's Report

1. Donation

MOTION by Mr. Spector seconded by Mr. Bernstein and carried on voice vote to accept a gift donation in the amount of \$5,000:

The Fair Haven Board of Education graciously accepts this generous donation in the amount of \$5,000 from the Beaty Family Foundation to be used at the discretion of the Board of Education to support Sickles School.

- 2 Non Public Allocation – Adjustments

MOTION by Mr. Spector seconded by Mr. Bernstein and carried on voice vote to approve acceptance of the adjusted Non Public School Initiative Program allocation for the Smart Start PreSchool in the amount of:

\$598	for Technology
\$2,070	for Nursing Services
\$1,326	Textbook Aid
\$1,150	Security Aid

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

1. Katy Frissora – Lexington Street, thanked those who helped her son Michael construct the garden at Sickles School. He will become an Eagle Scout on Jan. 8, 2017
2. Liza Doonan, 28 Parker Ave, Thanked out-going board members Jeff and Mike
3. Suzanne McCabe, 67 Lewis Pt Rd, questioned math pilots
4. Cameron Spector, Lake Ave, thanked his dad (Jeff Spector) & Mr. Bernstein for time and service on the board.

XII. Correspondence

XIII. New Business

MOTION by Mr. Spector seconded by Mr. Bernstein and carried on voice vote to accept that during the first meeting(s) of the operations and finance committee, each committee should add to their agenda a discussion of the use of capital reserve funds and maintenance reserve funds, within the confines of the law, to complete qualified projects from these accounts which may include construction of storage units, repaving of sportsman's field or acquisition of any resource, service or repair deemed qualified.

XIV. Adjournment to Closed Session at 8:32 PM

RESOLUTION by Mr. Padula, seconded by Mr. Spector and carried on unanimous roll call vote to adjourn to closed session prior to the end of this session for the purpose of discussing personnel and, if needed, student 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 30 minutes. Upon return, action may be taken.

XV. Return to Open Session at 9:03 PM

RESOLUTION by Mr. Padula, seconded by Mr. Bernstein and carried on unanimous roll call vote to return to Open Session

Harassment Intimidation and Bullying Report

MOTION by Mr. Spector, seconded by Mr. Bernstein and carried on voice vote to accept the Harassment, Intimidation and Bullying Report from November 2016.

XVI. Adjournment

MOTION by Mr. Spector seconded by Mr. Bernstein and carried on unanimous roll call vote to adjourn at 9:05 PM.