

# FAIR HAVEN BOARD OF EDUCATION

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

## 2014-15 BOARD OF EDUCATION GOALS

- Goal 1:** Evaluate current Board structure and inter-board communication
- Goal 2:** Improve Community Relations, Visibility and Communications
- Goal 3:** Increase participation at MCSBA and NJSBA training and workshops
- Goal 4:** Successful launch of the Strategic Planning Process
- Goal 5:** Be regularly aware of specific professional development events, goals and their effectiveness
- Goal 6:** Identify the specific technologies and resources needed for the district in support of our curriculum
- Goal 7:** Consistently and regularly celebrate our teachers and staff

## 2014-15 DISTRICT GOALS

- Goal 1:** Support the development and growth of Professional Learning Communities, including the expansion of articulation and professional collaboration with local school districts. Targeted strategies will revolve around promoting and supporting teacher leadership, differentiation of instruction, data analysis and literacy.
- Goal 2:** Expand and support the integration of instructional technology for our staff and students
- Goal 3:** To further develop and support a student-focused culture in both schools by strengthening relationships in all facets of the total school program.
- Goal 4:** To expand our efforts in promoting an environment of trust, respect and service to the community; improving transparency and an open dialogue among stakeholders, respectful of all viewpoints in supporting the district and meeting the educational needs of all children.

## NOTICE OF REGULAR MEETING

The Regular Meeting of the Fair Haven Board of Education was held on Wednesday, December 17, 2014, at 7:00 P.M. in the Knollwood Library-Media Center 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: Mrs. Alescio, Mr. Bernstein (arrived @ 8:08 PM), Mrs. Brasch, Mrs. Coleman, Mrs. Frissora, Mrs. Rehder (arrived @ 7:07 PM), Mr. Spector, Mrs. Walker, Mr. Mancuso

Absent: none

Others Present: Mr. Davis, Mrs. Spears, Mrs. Elgrim, Mr. Aviles, Ms. Petrone, Mr. Ribon

### 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. Mancuso, seconded by Mr. Spector and carried on voice vote, to accept the minutes of the November 19, 2014 Regular Meeting

### VIII. Superintendent's Report

#### A. Enrollment

**SICKLES**

**KNOLLWOOD**

Pre-K	28	4	111	
K	70	5	143	
1	108	6	119	
2	107	7	110	
3	103	8	110	
	<b>416</b>		<b>593</b>	<b>Total: 1009</b>

B. Fire Drills

Sickles 12/1/14, 11:00 A.M.  
Knollwood 12/17/14, 2:40 PM

C. Security Drills

Sickles 12/4/14, 1:15 P.M./Evacuation  
Knollwood 12/1/14, 9:45 A.M./Evacuation

D. Harassment Intimidation and Bullying Report

MOTION by Mr. Spector, seconded by Mrs. Walker and carried on voice vote, to accept the Harassment, Intimidation and Bullying Report from November 2014.

E. Staff Attendance Data – November 2014

EMPLOYEE CATEGORY	Amount of Staff	Total Possible Days	Total Absences	Attendance Percentage
Administrators	8	128	1	99.2
Teachers	99	1544	65	95.8
Aides	27	432	21	95.1
Secretaries	8	128	3	97.7
Custodians	9	162	21	87.0
Coordinators	2	32	0	100
<b>TOTAL</b>	<b>153</b>	<b>2426</b>	<b>111</b>	<b>95.8</b>

F.

Student Attendance Data – November 2014

GRADE	Amount of Students	Total Possible Days	Total Absences	Attendance Percentage
Pre-Kinder.	28	448	10	97.77
Kindergarten	70	1120	28.5	97.46
First	108	1728	47	97.28
Second	106	1696	39	97.70
Third	103	1648	33.5	97.97
Fourth	111	1776	64	96.40
Fifth	143	2288	81	96.46
Sixth	119	1904	61.5	96.77
Seventh	110	1760	82.5	95.30
Eighth	110	1760	93.5	94.69
<b>TOTAL</b>	<b>1008</b>	<b>19730</b>	<b>540.5</b>	<b>96.78</b>

F.

Update on Schools – Principals Cuddihy & Davis

- Sickles – There have been many parent visitors, Knollwood choral groups and bands came to play for the students. Kindergarten registration at the end of January
- Knollwood – Coding has been done in several classes with Mr. Aviles. Concerts showcased our talented students thanks to Ms. Marino, Miss Chayette and Mr. Mottern. Our Choral group visited the VNA as well as the Senior Citizens meeting. LEGO exploratory investigations with the 4<sup>th</sup> grade has been an overwhelming success. Open Lunch- if the weather doesn't make it safe the principal (Mr. Davis) reserves the right to cancel the open lunch. Questions have arisen about start of school and breaks for the 2015-2016 school year – talks will continue and hope to recommend a calendar in January

IX. Committee Reports

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

▪ **Committee held their monthly meeting on December 12, 2014**

1. Reports

- a. Committee Report –
  - Main topic was the calendar
- b. Regional High School Board of Education Meeting(s)
  - Miracle on 34<sup>th</sup> Street was performed
  - Winter concert was held 12/18/14
- c. PTA Meeting –Mrs. Lucci
  - Book Fair was a success
  - House tour went very well
  - Thanks to the custodial staff
  - Family Bowling will be on 1/25/15
  - Vegas/Casino Night will be held on 3/7/15
  - Friends of Different Learners – Mike Fallon-parents/students loved it
- d. Education Foundation –
  - No report
- e. Booster Club
  - No report
- f. Borough Council Meeting
  - Moment of reflection in honor of Jerome Koch
  - Long range planning

B. Strategic Planning – *Chairperson, Mrs. Frissora*

▪ **Committee held their monthly meeting on December 1, 2014**

1) Partnership with Spiezle Architectural Group

RESOLUTION by Mrs. Frissora, seconded by Mrs. Brasch and carried on unanimous roll call vote to appoint Spiezle Architectural Group of Trenton, NJ to provide professional pre and post referendum services to address on-going facility needs and to enter into a contract to provide these services as outlined in the November 17, 2014 proposal. The fee for these services will be \$14,500 plus reasonable reimbursements to be reviewed by the Business Administrator prior to payment.

2) Presentation by Spiezle Architectural Group Representatives

- a. Scott Downie & John Wright gave an overview of the process needed to bring us to referendum, if that is warranted by the needs assessment.

C. Finance – *Co-Chairs, Mr. Mancuso, Mrs. Walker*

▪ **Committee held their monthly meeting on Thursday December 11, 2014**

MOTION by Mrs. Walker, seconded by Mrs. Brasch and carried on voice vote, to consider Items 1 through 8 on the Meeting Agenda as a consent agenda.

RESOLUTION by Mrs. Walker, seconded by Mrs. Brasch and carried on unanimous roll call vote, to approve Items 1 through 8.

1. Treasurer's Report

RESOLUTION to accept the Treasurer's report for the month of October

2. Monthly Certification of Board Secretary's Report

RESOLUTION to accept the report for the month of October.

3. Bill Payment

RESOLUTION to approve payment of bills and claims for the month of December in the amount of \$418,133.21

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
14000	11-215-100-106-00-0 othr sly PSD	11-000-100-566-00-0 tuition private school
20350	11-213-100-101-00-0 sly resource room	11-000-100-566-00-0 tuition private school
20000	11-130-100-101-01-0 sly gr 6 -8	11-000-100-566-00-0 tuition private school
1534	11-000-291-270-05-0 attend comp	11-000-230-590-04-0 Seminar fees bd/supt
750	11-000-291-270-05-0 attend comp	11-000-230-590-05-0 trvl reimburse bd/supt
204	11-000-240-203-00-0 sly principal	11-000-240-500-01-S seminar fees princ

5. Monthly Certification of Budgetary Major Account/fund Status

RESOLUTION by Mrs. Walker, seconded by Mr. Bernstein and carried on unanimous roll call to certify Budgetary Major Account/Fund Status Report for the month of December 2014 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. 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.
12/17/14	Courtney Donovan Nicole Freitas Gabrielle Illiano Ami Ohe Maria Schiano Christopher Stephan	The Art of Evidenced-based Argument: Critical Reading, Debate, and Writing	\$80 each	Teachers College Columbia Univ. New York, NY	\$55 max per day
12/18/14	Robert Cilmi	<b>Embracing Digital Literacy and Classroom Technology While Supporting Developing Readers and Writers</b>	\$80	Teachers College Columbia Univ. New York, NY	\$55 max per day
12/18/14	Christopher Stephan	Google Apps for Educators Training	0	Belmar, NJ	28
12/19/14	Elizabeth Koch	Starry Night and the Coming USA Solar Total Eclipse	\$135	Rowan University, Glassboro NJ	195
1/07/15	Morgan Bufano Tammy Cappello Kelsey Jungfer Sharon Mikolajczyk	Weaving Music, Art and Drams into Reading and Writing Workshop: Increasing engagement, Playing with Literacy Language, and deepening Interpretation	\$80 each	Teachers College Columbia Univ. New York, NY	\$55 max per day
1/20-21, 2015	Judy Miller	Pediatric Advanced Cardiac Life Support	0	Neptune, NJ	28
1/21/15	Kathleen Bayer Susan Wyckoff	“The Power of Two”: A Day Designed Specifically for ICT Teams in Grades 3-5	\$80 each	Teachers College Columbia Univ. New York, NY	\$55 max per day
1/22/15	Laura Flood Melissa Maguire	Teamwork! Navigating and Nurturing Relationships in the ICT Classroom	\$80 each	Teachers College Columbia Univ. New York, NY	\$55 max per day
			Reg. \$150		

1/23-25, 2015	Chris Aviles	Edu Con 2.7 Science Leadership Academy	Lodging: \$139	Philadelphia, PA	120
1/28/15	Monica Caruso Nicole DeITin Michelle Moriarty	My Kids Aren't Reading and Writing Conventionally Yet! How Do I Move Forward?: Key Practices that Will Anchor Your Teaching	\$80 each	Teachers College Columbia Univ. New York, NY	\$55 max per day
1/29-30, 2015	Christopher Aviles Cheryl Cuddihy Kevin Davis Kathleen Elgrim	NJ Association of School Administrator's TECHSPO NJ's Premier Ed Tech Training & Exhibition Conference for School Leaders	<b>Reg.</b> \$309 each <b>Lodging:</b> \$99	Bally's Hotel Atlantic City, NJ	100 170 140 172
1/29 or 30, 2015	Ellen Spears Pat Young	NJ Association of School Administrator's TECHSPO NJ's Premier Ed Tech Training & Exhibition Conference for School Leaders	<b>Reg.</b> \$245 each <b>Lodging:</b> \$99	Bally's Hotel Atlantic City, NJ	139 156
2/04/15	Nicole Auditore Elisa Ham	A Land We Can Share: Teaching Students with Autism in the Inclusive Classroom	\$80	Teachers College Columbia Univ. New York, NY	\$55 max per day
2/12/15	Kathleen Elgrim	Duties and Responsibilities of the District Anti-Bullying Coordinator	\$145	Mullica Hill, NJ	195
2/18-22, 2015	Valery Petrone	Association of School Business Officials International 2015 Executive Leadership Conference	Reg: \$450 Air: \$450 Lodging: \$142/nt. Exp: \$248	San Diego, CA	N/A
2/19-20, 2015	Domenica Oliveira Katrina Snyder	Interventions for Behavioral & Social Challenges	\$195 each	Cherry Hill, NJ	200 220
3/06/15	Wilma Vaughn	Test Prep for NJ Teachers	\$80	Teachers College Columbia Univ. New York, NY	\$55 max per day
3/07/15	Kelly Fogas	EdCampAccess NJ 2015	N/A	Morristown, NJ	132
5/06/15	Tammy Cappello Wilma Vaughn	How Can We End the Year With the Most Authentic and Rigorous Literacy Work Possible? Innovating Our Way Towards New Images of Best Practice	\$80	Teachers College Columbia Univ. New York, NY	\$55 max per day

7. CAFR – Comprehensive Annual Financial Report

RESOLUTION to accept the Comprehensive Annual Financial Report with no findings.

8. CAP – Corrective Action Plan

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

D. Curriculum - *Chairperson, Mr. Spector*

▪ **Committee held their monthly meeting on December 12, 2014**

**Topics discussed**

- Mrs. Spears gave a brief overview of identification of Gifted and Talented students . Admin team members attended Rutgers Seminar on assessment of G&T.
- Articulation with the high school
- Tri District Meeting – Student Wellness goal- the desire to begin educating students earlier and include the parents as well as utilizing alliance to get the message out was discussed.

1. Field Trips

RESOLUTION by Mr. Spector, seconded by Mrs. Brasch and carried on unanimous roll call vote to approve the cancellation of following field trip:

1/31/15	S. Marino	7-8	Kimmel Center, Philadelphia, PA	Tickets: \$45.00 Bus: \$900 Students pay \$75.00
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E. Personnel/Board Staff Relations - *Chairperson, Mrs. Brasch*

▪ **Committee held their monthly meeting on December 10, 2014**

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

1. Professional Staff

a. Child Care Leave

RESOLUTION by Mrs. Brasch, seconded by Mrs. Alescio and carried on unanimous roll call vote to approve the leave of absence of Rosalia Minervini from March 12, 2015 through May 29, 2015 for child care; no salary/no benefits

b. Leave of Absence

RESOLUTION by Mrs. Brasch, seconded by Mrs. Alescio and carried on unanimous roll call vote to approve the extension of the leave of absence for Nancy Hagen through the end of the 2014-15 school year for medical reasons.

Wishes to her for the best

c. Appointments

1. RESOLUTION by Mrs. Brasch, seconded by Mrs. Walker and carried on unanimous roll call vote to appoint Mari Ann Pepe as the district's Interim

Supervisor of Student & Special Services at a rate of \$450 per diem, not to exceed 90 days, effective January 12, 2015 through June 5, 2015.

**Note:** Mrs. Pepe possesses certifications as a Supervisor, School Social Worker, Teacher of the Handicapped and Elementary School Teacher.

She served as a Supervisor of Special Education in the Toms River School District for the past 11 years.

2. RESOLUTION to appoint Corinne Piotrowski as a replacement teacher (for Nancy Hagen) from January 5, 2015 through the end of the school year. \$50,893 pro-rated, no benefits

BA, Rider University/Elementary Education and American Studies

2. Support Staff

a. Reassignment

RESOLUTION by Mrs. Brasch, seconded by Mrs. Walker and carried on unanimous roll call vote to reassign Eric Lasota from an instructional assistant to a paraprofessional effective January 5, 2015 through the end of the school year. \$15/hr

b. Appointment

RESOLUTION by Mrs. Brasch, seconded by Mrs. Walker and carried on unanimous roll call vote to approve the appointment of Franci Markarian as an instructional assistant effective January 5, 2015 through the end of the school year. \$20/hr

c. Resignation

1. RESOLUTION by Mrs. Brasch, seconded by Mrs. Walker and carried on unanimous roll call vote to accept the letter of resignation from Maryellen Wiley effective January 30, 2015.

3. Substitute Teacher Appointments

RESOLUTION by Mrs. Brasch, seconded by Mrs. Walker and carried on unanimous roll call vote to appoint the following as substitute teachers for the remainder of the 2014-2015 school year.

Erin Chaudhury

Erin Gotch

Meagan McCarthy

4. Related Services Appointment

RESOLUTION by Mrs. Brasch, seconded by Mrs. Alescio and carried on unanimous roll call vote to approve Sibel Zentai to provide physical therapy services as a contracted related services vendor effective December 18, 2014. \$70/hr – 15/hr/wk

5. Substitute Nurses

RESOLUTION by Mrs. Brasch, seconded by Mrs. Walker and carried on unanimous roll call vote to increase the per diem rate for substitute school nurses to \$125.00 effective January 5, 2015.

6. Student Teacher

MOTION by Mrs. Brasch, seconded by Mrs. Alescio and carried on voice vote to Approve the following student teacher:

Jessica Guerreiro, Monmouth University  
Beginning on or about January 20, 2015 to May 1, 2015  
(Catherine Boccino – Cooperating Teacher)

7. Coordinator

RESOLUTION by Mrs. Brasch, seconded by Mr. Spector and carried on unanimous roll call vote to revise the start date of Christopher Aviles, Educational Technology systems Coordinator from January 1, 2015 to December 08, 2014.

8. Administrative Leave

RESOLUTION by Mrs. Brasch, seconded by Mr. Spector and carried on unanimous roll call vote to approve administrative leave as follows:

Employee #79457503 – December 11 & 12, 2015 without pay  
Employee #68691765 – December 11 – 23, 2015

G. Buildings/Grounds & Safety - *Chairperson, Mrs. Rehder*

1. Sign for the playground has arrived and will hopefully be installed before the break

G. Policy - *Chairperson, Mr. Bernstein*

▪ **Committee held their monthly meeting on December 15, 2014**

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

**Bylaw 0174** Legal Services

**Bylaw 0177** Professional Services

**P 1230** Superintendent's Duties

**P 1523** Comprehensive Equity Plan

**P 1530** Equal Employment Opportunities

**P 1550** Affirmative Action Program for Employment and Contract Practices

**R 1550** Affirmative Action program for Employment and Contract Practices Complaint Procedure

**P 1570** Internal Controls

**R 1570** Internal Controls

**P 2260** Affirmative Action Program for School and Classroom Practices

**P 2415.01** Academic Standards, Academic Assessments, and Accountability

**P 2415.03** Highly Qualified Teachers

**R 2423** Bilingual and ESL Education

<b>P 3144.12</b>	Certification of tenure charges – Inefficiency
<b>P 5120</b>	Assignment of Pupils
<b>P 5300</b>	Automated External Defibrillators (AEDs)
<b>R 5300</b>	Automated External Defibrillators (AEDs)
<b>P 5533</b>	Pupil Smoking
<b>P 6111</b>	Special Education Medicaid Initiative (SEMI) Program
<b>R 6111</b>	Special Education Medicaid Initiative (SEMI) Program
<b>P 6422</b>	Budget Transfers
<b>R 6422</b>	Budget Transfers
<b>P 6470</b>	Payment of Claims
<b>P 6471</b>	School District Travel
<b>R 6471</b>	School District Travel Procedures
<b>P 6820</b>	Financial Reports
<b>P 7434</b>	Smoking in School Buildings and on School Grounds
<b>R 8420</b>	Emergency and Non-Fire Evacuation Plan
<b>P 8461</b>	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Abuse
<b>R 8461</b>	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Abuse

As per Fair Haven Board of Education Bylaw 0131, this shall be considered the second reading of the following policies and regulations:

<b>P 0155</b>	Board Committees
<b>P 0164</b>	Conduct of Board Meetings

## 2. Policy Adoption

MOTION by Mrs. Coleman, seconded by Mr. Spector and carried on voice vote to adopt Policies 0155 and 0164

Mr. Bernstein arrives at 8:10 pm. No resolutions made

## H. Legislative Committee - *Chairperson, Mrs. Walker*

### I. President's Report – Mr. Mancuso

Mr. Mancuso offered the following:

- Acknowledged contributions and offered condolences for Councilman Jerome Koch and Umberto's owner Silvio Fabbri.
- Concerts were fabulous
- Architectural firm Spiegle on board – in the near future there will be a need to set up an AD-HOC committee to interact with the long range planning committee. Interested parties should let the Superintendent, Business Administrator or a board member know of their desire to serve.
- Thank you to our board members who are leaving, Bennett Coleman, Katy Frissora and Cathy Alescio

## X. Business Administrator's Report

## 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  
Jennie Lucci – Cookie exchange was a success. Mrs. Lucci also thanked the Board members.

XII. Correspondence

XIII. New Business

XIV. Adjournment

MOTION by Mr. Mancuso, seconded by Mrs. Coleman and unanimously carried on voice vote to adjourn at 08:39 PM.

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Valery Petrone, Board Secretary