

ALL VOTING ITEMS WERE APPROVED

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, February 22, 2017 at 7:00 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:

Mrs. Buckley

Mrs. Coar

Mrs. Coleman

Mrs. D'Angelo

Mrs. Halcrow

Mrs. Jakob

Mrs. Lang

Mr. Padula arr. 7:15 PM

Mrs. Saad

Absent:

Mrs. Buckley

Mrs. Jakob

Others Present:

Sean McNeil, Superintendent

Val Petrone, Business Admin/BOE Secretary

Cheryl Cuddihy, Principal

Amy Romano, Principal

Kathy Elgrim, Supervisor

Scott Kiewe, Director

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

Student Council – Ms. Bryant, student council advisor, explained how the members developed a Veteran’s Ceremony. They sold American Flags, lined the school property with the flags, then a bugler played taps. The council submitted this project to the American Council and they won the Middle School Award.

VII. Consideration of Minutes

MOTION by Mrs. Coleman, seconded by Mrs. Lang and carried on voice vote to accept the minutes of the January 25, 2017 Regular Meeting.

VIII. Superintendent's Report

A. Enrollment	SICKLES	KNOLLWOOD	
	Pre-K 26	4	111
	K 69	5	112
	1 107	6	108
	2 110	7	137
	3 117	8	123
	429	591	Total: 1020

B. Fire Drills

Sickles	2/6, 2:00 P.M.
Knollwood	2/16, 1:20 P.M.

C. Security Drills

Sickles	2/15, 9:40 A.M., lockdown
Knollwood	2/10, 2:15 P.M., lockdown

D. Harassment Intimidation and Bullying Report

1. There were no incidents or investigations to report for the January 2017 reporting period.
2. EVVRS/HIB-ITP
 - a. MOTION by Mrs. Coleman, seconded by Mrs. Coar and carried on voice vote to approve the July 1, 2016 – December 31, 2016 EVVRS report.
 - b. MOTION by Mrs. Coleman, seconded by Mrs. Coar and carried on voice vote to approve the July 1, 2016 – December 31, 2016 HIB-ITP report.

E. School Community Update – Mr. McNeil, updated those present with regard to:

- Coffee chats
- Curriculum work
- Curriculum coffee chats will be held March 15 & March 16

F. Staff Attendance Data – January 2017

EMPLOYEE CATEGORY	Amount of Staff	Total Possible Days	Total Absences	Attendance Percentage
Administrators	7	146	1	99.3
Teachers	103	2050	71.5	94.5
Aides	29	580	27	95.3
Secretaries	8	166	2	98.8
Custodians	9	180	0	100
Coordinators	2	42	0	100
TOTAL	153	3164	101.5	96.8

G. Student Attendance Data – January 2017

GRADE	Amount of Students	Total Possible Days	Total Absences	Attendance Percentage
Pre-Kinder.	26	520	64.0	87.69
Kindergarten	69	1380	81.0	94.13
First	107	2140	63.0	97.06
Second	109	2180	109.0	95.00
Third	117	2340	121.0	94.83
TOTAL	428	8560	438.0	94.88
Fourth	111	2240	109.5	95.09
Fifth	111	2220	134.5	93.94
Sixth	108	2160	123.5	94.28
Seventh	137	2740	125.0	95.44
Eighth	123	2460	110.5	95.51
TOTAL	590	11820	603.0	94.89

H. Update on Schools – Principals Cuddihy & Romano

Sickles School – Mrs. Cuddihy,

- Excited about writing
- 100th day celebrations
- Read Across America
- Beauty & the Book to be performed on Dr. Sues's' birthday
- African Folktales
- Digital Learning Day - Tomorrow

Knollwood School – Mrs. Romano

- World Language visitors
- March is a busy month
- 3/2 – Beauty & Beast performed by the 6-7-8 grade drama club
- Willie Wonka will be performed later in the year by the 4-5 grade drama club
- \$8,000 was raised by Hoops for Hearts
- Basketball - Knollwood Boys placed 1st in regular season first placed finishers and lost to Rumson in the championship game. Girls tied in the regular season for First place.

I. DEAC Committee

MOTION by Mr. Padula, seconded by Mrs. Coar and carried on voice vote to approve Daniel Ranahan as an additional DEAC committee member for the 2016-2017 school year.

IX. Committee Reports

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

▪ **Committee held their monthly meeting on 2/15/17**

1. Reports

a. Committee Report

- Discussion points included : Shared Services with the borough
- Mr. Padula & Mr. McNeil will meet with seniors to discuss Strategic Plan
- Allergy committee group
- Police drill held on campus while school was closed on February 14
- Ad Hoc Communication Committee

b. Regional High School Board of Education Meeting – no report

c. PTA - Mrs. Lucci reported on the following activities :

March fundraiser of “The Event” is sold out.

Support Read Across America

Lunch with a VIP

Jimmy Johns – Fundraiser 3/1

Rock Climbing- outing

Teacher Appreciation

Purchased Yoga Equipment for Knollwood

d. Education Foundation –

Fundraiser the 25th – Karoke @ “Downtown” - postponed

e. Booster Club – FH Booster Club

March 23 – March Madness

Footlights: Beauty & Beast T-shirts

f. Borough Council Meeting – No Report

B. Finance/Operations – *Chairperson, Mrs. Saad*

▪ **Committee held their monthly meeting on 2/20/17**

- Review performance to date
- Boiler malfunction – that delayed Sickles start time on snow day
- Long range capital plan – software that will track replacement time at cost. Possible share with peninsula districts
- Zero based budget – justification for every dollar

Items 1 through 5 under Finance on the Meeting Agenda will be considered as a consent agenda. Any Board Member may request that any item be removed from the Consent Agenda and voted on separately.

RESOLUTION by Mrs. Saad, seconded by Mrs. Lang and carried on unanimous roll call vote to approve Items 1 through 5, 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 \$378,128.62.

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
\$1,000	11-000-213-100-01-0 sly nurses	11-000-213-300-02-0 Othr Med Srvcs
\$3,500	11-000-219-390-01-B consult fees	11-000-219-500-01-B Prof Seminars
\$1,500	11-000-221-102-00-0 sly curric sup	11-000-230-331-00-0 Legal fees
\$ 425	11-000-221-500-01-C prof seminar	11-000-240-500-01-S Prof Seminars
\$5,750	11-000-222-600-08-K supplies	11-190-100-610-02-K Supplies
\$3,250	11-190-100-610-00-0 Supp K-8	11-190-100-640-02-K Textbooks
\$1,000	11-000-222-600-06-K periodicals	11-190-100-640-02-K Textbook

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

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 January 31, 2017, 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.

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 March.

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.
3/7-8/2017	K. Elgrim	Power School User Group 2017 Conference	\$250	Atlantic City, NJ	170
3/17/2017	K. Elgrim A. Romano C. Pagan	Anti-Bullying Bill of Rights	\$75 \$75 \$75	Lakewood, NJ	N/A
3/20/2017	M. Schwartz	Book Clubbing for Beginners!: Using Social Power and Connection to Support Young Readers' Enthusiasm, Engagement, and Interaction with Nonfiction Texts	\$50	Teachers College Columbia Univ. New York, NY	\$55 max
3/22/2017	M. Bufano J. Dougherty K. Gagliano R. Talmage	Visualizing Problem Solving	\$165 \$165 \$165 \$165	Rutgers University	60 74 74
3/24/2017	M. Schwartz	25 th Annual Joint conference: Matching Interventions to Reasons for Reading Difficulties	\$180	Garwood, NJ	56
3/27/2017	N. Green	School Social Worker Spring Conference	\$125	Iselin, NJ	53
4/5-7/2017	K. Hauge S. Marino	National Association for Music Education Eastern Division Conference	\$180 \$303	Atlantic City, NJ	464 464
4/7/2017	M. Chayette V. Mottern	National Association for Music Education Eastern Division Conference	\$253 \$253	Atlantic City, NJ	100 100
4/25/17	S. Frankel C. Piotrowski	Portable Magic: Developing Powerful Small Group Instruction and Conferences with Mentor Texts, to Deepen Connections Between Reading and Writing	\$50 \$50	Teachers College Columbia Univ. New York, NY	\$55 max
4/27/2017	B. Merton M. Growick A. Ohe C. Speck	Visualizing Fractions – Grades 4-6	\$195 \$195 \$195 \$195	Rutgers University	98 60 64 98
5/9-12/2017	B. Keefe	CPI Training (rescheduled from 2/21-24)	\$1,299	East Brunswick, NJ	-

C. Education – *Chairperson, Mrs. Coleman*

▪ **Committee held their monthly meeting on 2/7/17 –**

- Discussed progress on initiatives
- March 15/16 – curriculum chats
- High School’s Supervisor of Math/Science will be attending the parent chats.
- Tri-District on 3/6 – Sup’s and Board members share initiatives and look for common ground

Items 1 through 2 under Education on the Meeting Agenda will be considered as a consent agenda. Any Board Member may request that any item be removed from the Consent Agenda and voted on separately.

RESOLUTION by Mrs. Coleman, seconded by Mrs. Coar and carried on unanimous roll call vote to approve Items 1 through 2.

1. Field Trips

RESOLUTION to approve the following field trips:

Date	Teacher(s)	Grade	Destination	Relevance	Cost
2/20/17	Chayette Hauge Marino	4, 7, 8	R.F.H.R.H.S.	Tri-District concert rehearsals	Busses: \$320
3/3/17	Talmage Hauge	4	Ocean Place, Long Branch	NJ PTA Annual Convention: singing the Jersey Song	Busses:\$350

	Romano				
3/17/17	Marino	8	Monmouth County Teen Arts Festival	We will bring a group of 13+ year old students to perform and display their visual art. They will also have the opportunity to attend other performances, view other schools' art and attend workshops.	Buss: \$195 Admission: \$425 Students pay: \$25
4/28/17	Frankel Goode Hughes Piotrowski Raibick Wyckoff	3	Statue of Liberty and Ellis Island	Students will be studying immigration and gaining a better understanding of why and how immigrants come to the US. As a follow up, students will create plays, stories and/or slide shows of their learning.	Admission: \$1,659.50 Busses: \$2,475 RN: \$125 Students Pay: \$36

2. Curriculum Committees

a. MOTION to remove the following:

Melissa Maguire - 2nd grade science and math committee
Kara Stroebel – world language committee

b. MOTION to add Patricia Spano to the 2nd grade science committee.
\$33/hour not to exceed 30 hours.

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

▪ **Committee held their monthly meeting on 2/16/17**

Items 1 through 3 under Personnel on the Meeting Agenda will be considered as a consent agenda. Any Board Member may request that any item be removed from the Consent Agenda and voted on separately.

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

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

1. Professional Staff

a. Salary Revision

RESOLUTION to revise the salary of Gwendolyn Prendimano to reflect the achievement of 3MA+45 on the teacher's salary guide effective January 1, 2017. \$57,018

b. Coaches/Advisor

RESOLUTION to approve the following Spring coaches/advisor and their stipends:

Softball - Leeann Lanza, \$2,625
Baseball - Joseph Novellino, \$2,625
Track and Field - Christopher Stephan, \$2,625
Track and Field - Allison Duffy, \$2,625

Track and Field - Numar Vasquez, \$2,625
Lights & Sound – Kathleen Smith, \$30/hour not to exceed 50 hours
Tennis Club - Alison Dooley, \$30/hour not to exceed 55 hours

c. Washington, DC Trip Chaperones

RESOLUTION to approve the following chaperones and stipends, if applicable, for the 8th grade Washington, D. C. trip on March 30 & 31, 2017:

T. Barnett - \$250
N. Bryant - \$250
B. Cadamuro, RN - \$500 (includes sub pay)
E. Crowley - \$250
J. DiPalma - \$250
A. Duffy - \$250
G. Illiano - \$250
E. Koch - \$250
L. Myerson - \$250
H. O'Hare - \$250
S. Reid - \$250
A. Romano - \$300
F. Seck - \$250
C. Stephan - \$250
C. Whisten - \$250
W. Lagrotteria, FHPD
J. Waltz, FHPD

d. Child Care Leave

RESOLUTION to approve the request from Cara Pagan for a leave of absence beginning on or about May 24, 2017 through October 31, 2017.

e. Home Instruction

RESOLUTION to approve two teachers for home instruction of 5 hours each per week for a Knollwood student effective February 15, 2017 until a date to be determined.

f. Web Master

RESOLUTION to appoint Pauline Clark as the District web master for the remainder of the 2016-2017 school year at a stipend of \$1,875 pro-rated.

g. Learning Academy Instructors

RESOLUTION to approve the following staff members as Instructors for the Learning Academy at a rate of \$33 per hour not to exceed 30 hours:

Corrine Piotrowski
Rose Raibick
Nancy Gennusa
Gabrielle Illiano
Danielle Mendillo
Kate Gagliano
Colleen Fischer

Kevin Burke
Katrina Snyder
Elsa Van Cleve
Laura Jensen
Tara Barnett
Angela McAvoy

2. Substitute Teacher Appointments

RESOLUTION to appoint the following substitute teachers for the 2017-2018 school year pending results of criminal history review where required.

Andrea Cavalluzzi
Joseph Sernal
Monique Staffieri

3. Public Hearing—Business Administrator’s Contract

P.L. 2007, Chapter 53 and NJSA 10:4-12(b) requires boards of education to permit the public to comment on any changes or amendments to certain administrative contracts as they are annually renewed. The County Executive Superintendent has reviewed the proposed contract and finds that is in compliance with the regulations. Tonight we are permitting comment on the contract of our School Business Administrator, Ms. Valery Petrone. Ms. Petrone’s contract is available for review on our website. Ms. Petrone’s salary for 2016-2017 \$145,727.

E. Legislative & Policy - *Chairperson, Mrs. Halcrow*

- **Committee did not meet as no first readings or existing policy reviews were necessary.**

Items 1 through 2 under Legislative & Policy on the Meeting Agenda will be considered as a consent agenda. Any Board Member may request that any item be removed from the Consent Agenda and voted on separately.

RESOLUTION by Mrs. Halcrow, seconded by Mrs. Coar 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 policies and regulations:

5111 Eligibility of Resident/Nonresident Pupils - Policy
1510 Americans with Disabilities Act – Policy & Regulation (M)
2418 Section 504 of the Rehabilitation Act of 1973-Students - Policy and Regulation (M)
5116 Education of Homeless Children – Policy & Regulation
8330 Student Records – Policy & Regulation (M)

2. Policy Adoption

MOTION to adopt the above policies and regulations.

1. Summer
2. Ad Hoc-Communication Committee – Executing a priority to simplify, consolidate, communication tools

F. President's Report

1. Board Ethics

- Training presented by Anthony Sciarrillo along with Kathy Winecoff of the NJSBA

2. Master Board Certification

- Professional Board Development – Mrs. Winecoff explained how a Board achieves Master Status. She will be attending a series of board meetings providing 18 hours of PD/training over next 3 years to achieve Master Board Certification.

X. Business Administrator's Report

No 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

1. Ruth Blazer, River Road –

- a. Have bonds paid off from 2006
- b. Referendum dates scheduled
- c. Can post meetings on town's electronic board & in the Focus

XII. Correspondence - none

XIII. New Business - none

XIV. Adjournment to Closed Session @ 8:59 PM

RESOLUTION by Mr. Padula, seconded by Mrs. Lang 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 should not last longer than 15 minutes. Upon return, action may be taken.

XV. Return to Open Session @ 9:04 PM

XVI. Adjournment

MOTION by Mr. Padula, seconded by Mrs. Lang and unanimously carried on voice vote to adjourn at 9:04 PM