

FAIR HAVEN BOARD OF EDUCATION224 Hance Road · Fair Haven NJ 07704 · 732-747-2294 · <http://www.fairhaven.edu>**2017-2018 BOARD OF EDUCATION GOALS**

- Goal 1:** Continue with professional development to become a certified board.
- Goal 2:** Improve communication and partnerships between the community, families, students and board of education.
- Goal 3:** Investigate and analyze the viability of moving forward with a facility referendum as outlined in the Strategic Plan.

2017-18 DISTRICT GOALS

- Goal 1:** Develop, implement, and support a new quarterly reporting period by moving to a 4 Marking Period calendar, creating a new report card, and implementing a formal benchmarking schedule for students with increased data to be shared with staff, students, parents & guardians.
- Goal 2:** Foster and develop staff mastery of newly adopted curricula to ensure sound instructional practice and improved student outcomes for all learners.
- Goal 3:** Expand our capacity to provide meaningful feedback to our staff to improve professional development by implementing the Charlotte Danielson teacher evaluation model.
- Goal 4:** Maintain the newly expanded articulation and professional collaboration opportunities with the Rumson Elementary and Rumson-Fair Haven Regional High School districts to sustain a culture of sharing and learning among all stakeholders.
- Goal 5:** Improve communication with our school community by completing our district website conversion and transition to the School Messenger Communicate platform.

The Regular Meeting of the Fair Haven Board of Education was held on Wednesday, February 28, 2018 at 7:00P.M. in the Knollwood All Purpose Room (APR) 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

Those assembled remained standing for a moment of silence to remember those impacted by the events in Parkland, FL.

IV. Roll Call

Present:

<input checked="" type="checkbox"/> Mrs. Buckley	<input checked="" type="checkbox"/> Mrs. Coar	<input checked="" type="checkbox"/> Mrs. Coleman
<input checked="" type="checkbox"/> Mrs. D'Angelo	<input checked="" type="checkbox"/> Mrs. Jakub	<input checked="" type="checkbox"/> Mrs. Lang
<input checked="" type="checkbox"/> Mr. Menzer	<input checked="" type="checkbox"/> Mr. Padula	<input checked="" type="checkbox"/> Mrs. Saad arr. 7:05pm

Absent: no one

Others Present:

<input checked="" type="checkbox"/> Sean McNeil, 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

V. Mission Statement

The mission of the Fair Haven School District is to provide a strong academic foundation and to educate, challenge, and inspire students to reach their full potential.

VI. Recognition of Visitors

Board President, Mrs. Coleman, welcomed visitors

VII. Opportunity for Public Comment on Agenda Items Only

- 1) Suzanne McCabe, 67 Lewis Pt Rd, questioned the philosophy of changing the school start time. She also inquired if traffic patterns and garbage truck schedules were considered.
- 2) Lauren Stevens, Highland Ave, questioned how we would address Chinese for the interested eighth graders for next year. She also mentioned a March 26 deadline

- 3) Kelly McCann, 257 Cambridge Ave,
- 4) Stephanie Bates, 234 Third St, asked how other before school activities addressed.
- 5) Diane Mavoric, asked if students could take band during their music specials time
- 6) Amy McCarthy, 59 Kemp Ave, would the board consider eliminating recess for 6-8?

VIII. Consideration of Minutes

MOTION by Mrs. Coleman, seconded by Mr. Menzer and carried on voice vote to accept the minutes of the January 25, 2018 Regular Meeting, Mr. Pauda and Mrs. Coar abstaining

IX. Superintendent's Report

A. Enrollment	SICKLES	KNOLLWOOD	
Pre-K	25	4	116
K	71	5	113
1	88	6	111
2	110	7	107
3	110	8	136
	404	583	Total: 987

B. Fire Drills

Sickles 2/4, 2:00 P.M.
Knollwood 2/5, 10:40 A.M.

C. Security Drills

Sickles 2/15, 8:30 A.M., Lockdown
Knollwood 2/9, 11:20 A.M., Lockdown

D. Harassment Intimidation and Bullying Report

MOTION by Mrs. Lang, seconded by Mrs. D'Angelo and carried on voice vote to accept the Harassment, Intimidation and Bullying Report from January & February 2018.

E. School Community Update

Presentation of 2016-2017 District and School Performance Reports

Superintendent McNeil reviewed a PowerPoint on the report. This PowerPoint will be posted on the district website

F. Staff Attendance Data – January 2018

EMPLOYEE CATEGORY	Amount of Staff	Total Possible Days	Total Absences	Attendance Percentage
Administrators	7	135	4.5	96.7
Teachers	101	1919	48	97.5
Aides	29	532	18.5	96.7
Secretaries	7	133	0	100.0
Custodians	9	189	2	98.9
Coordinators	2	38	0	100.0
TOTAL	153	2946	73	97.5

G. Student Attendance Data – January 2018

GRADE	Amount of Students	Total Possible Days	Total Absences	Attendance Percentage
Pre-Kinder.	25	450	25.0	94.00
Kindergarten	71	1278	58.0	95.46
First	88	1584	63.0	96.02
Second	110	1998	92.5	95.33
Third	110	1980	90.5	95.43
TOTAL	404	7290	929.0	95.45

Fourth	117	2106	105.5	94.99
Fifth	113	2034	125.5	93.83
Sixth	111	1998	74.5	96.27
Seventh	106	1926	139.0	92.78
Eighth	136	2448	116.0	95.26
TOTAL	583	10512	560.5	94.67

G. Update on Schools – Principals Cuddihy & Romano

Mrs. Romano -

- *Knollwood Highlights
- *Tri District Music Festival
- *Grant Reporting – 7th grade
- *Gr. 4-5 drama will present Lion King Jr
- *Gr. 6-8 drama will present Big Bad tomorrow evening 3/1
- *Gr. 5-7 Interactive theatre
- *8th Gr. HS pre-registration meeting and math placement test
- *In-View- Thank you Kathy Elgrim for facilitating
- *Read Across America
- *Student Council reading
- *Articulation Tri District continues
- *Maker Space-topical presentation 2/21
- *Book Fair
- *Washington Trip

Mrs. Cuddihy -

- *Family Math Week- attendance was outstanding
- *Math Olympics – 2 Olympians joined the celebration
- *Read Across America included several parent nights
- Myths, Legends and Fables
- *Poet in Residence

I. Community Organization Reports

1. PTA Report – Stephanie Bates reported
 - *Tickets are live on the website for the luncheon fund raiser to be held at Riverhouse Rumson Country Club
 - *Book Fairs
 - *Art Show
 - *Art Appreciation Day
2. Education Foundation
3. Footlights – Diane Mavoric reported
 - *Selling ads and Shoutouts for Play Bill
 - *Coffee sold before performances
4. Booster Club
5. Regional High School Board of Education Meeting(s) – no report
6. Borough Council Meeting – Susan Sorenson reported
 - *Tennis court playing time being negotiated
 - *Bench dedication program, trees will be next
 - *Interlocal Agreements being drafted

X. Committee Reports

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

- **Committee held their monthly meeting on February 26, 2018**

Topics discussed:

- YTD performance of the 2017-2018 budget
- Recommend spending on RTU 13 at Knollwood APR;
- Additional security measures at both schools
- Community Alliance
- Rain Gardens – in conjunction with Innovation Labs, Rutgers University and the borough - two will be created on the Knollwood School grounds
- Budget prep for the 2018-2019 school year has begun

Architect will be meeting with the board to being discussing referendum parameters

RESOLUTION by Mrs. Saad, seconded by Mrs. D' Angelo and carried on unanimous roll call vote to approve Items 1 through 8, Mr. Padula abstaining from #4 and Mrs. Jakub abstaining from purchase order 1482.

1. Bill Payment

RESOLUTION to approve payment of bills and claims for the month of February in the amount of \$403,314.81.

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>
AMOUNT	FROM	TO
\$ 200	11-000-213-100-060-03-0 sly nurse ESY	11-000-213-100-060-02-0 sly sub nurse
\$ 384	11-000-213-100-060-03-0 sly nurse ESY	11-000-213-300-050-02-0 othr med srvcs
\$ 1,750	11-000-216-320-060-02-0 OT ESY	11-000-219-390-000-01-B consult fees
\$ 525	11-000-216-320-060-02-0 OT ESY	11-000-219-600-000-00-B supplies
\$ 125	11-000-221-500-000-00-C trvl reimburse	11-000-240-500-050-04-K trvl reimburse
\$ 175	11-190-100-610-050-02-K supplies K	11-000-240-600-050-02-K ofc supplies K
\$ 4,000	11-000-291-220-000-02-0 PERS SS	11-000-291-241-000-00-0 PERS Pension
\$ 110	11-204-100-101-060-03-0 sly ESY	11-204-100-101-050-02-0 sly sub LLD
\$ 680	11-214-100-101-050-02-0 Autism ESY	11-214-100-101-050-01-0 Autism sub
\$ 700	11-214-100-101-060-00-0 Autism sly S	11-214-100-101-050-01-0 Autism sub

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 SchoolMonies dated January 31, 2018 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.
3/06/18	K. Elgrim	2018 PARCC Mandatory Training	0	Monroe, NJ	48
3/09/18 To be rescheduled	A. Cernero	Lifelines Suicide Prevention Training	0	Brick, NJ	N/A
	M. Strobel		0		98
3/16/18	J. Heeren	Teen Arts Festival	0	Brookdale Community College	11.4
3/16/18	J. Bagley	MC3 PE/Health Articulation Day	0	Millstone Twp, NJ	46
	K. Lagrotteria		0		52
	K. Lydon		0		60
4/11/18	N. Green	Mental Health Issues in the Classroom	\$119.99	Pt. Pleasant Beach, NJ	N/A
4/13/18	A. Cernero	NJ School Counselor Assoc. Conference	\$35	Union, NJ	76
4/27/18	K. Burghart M. Strobel	Using the Patterns of Strengths & Weaknesses Model to Identify Specific Learning Disabilities & Other Learning Problems: Part 1	\$180	Piscataway Township, NJ	68.2
			\$144		68.2

6. 2018-2019 School Hours

MOTION to approve the following 2018-2019 school hours for Sickles and Knollwood Schools.

Sickles School	Knollwood School
Grades 1-3: 8:30 AM – 3:15 PM AM KG: 8:30 AM – 12:30 PM PM KG: 11:25 AM – 3:35 PM Preschool: TBD by administration	Grades 4-8: 8:10 AM – 2:55 PM

7. Fund Raisers

- a. MOTION to approve the Make a Difference Club’s Monmouth County SPCA Wish List fundraiser March 19, 2018 to April 13, 2018.
- b. MOTION to approve Footlights “Shout Outs” fundraiser for the March 1 and April 26 plays.
- c. MOTION to approve the Booster Club’s Spring Spirit Wear Sale March 12, 2018 to March 19, 2018.

8. Veritime Staff Sign-In Management Contract Approval

RESOLUTION to approve the contract with Frontline, Inc. to purchase their Veritime staff sign in management solution. \$3,500 one-time set up cost and \$4,000 annual service cost thereafter. Contract covers prorated cost for remainder of 2017-2018 school year and for the 2018-2019 school year.

9. Policy

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

P5111 – Eligibility of Resident-Nonresident Students

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

- P7425 – Lead Testing of Water In Schools
- P7440 – School District Security
- P7441 – Electronic Surveillance in School Buildings and on School Grounds
- P8630 – Bus Driver/Bus Aide Responsibility
- P9242 – Use of Electronic Signatures
- P5830.1 – Fundraising Policy and Procedures

- c. Policy Adoption

MOTION by Mrs. Jakub, seconded by Mrs. Coar and carried on voice vote to adopt the above policies and regulations.

B. Education & Curriculum – *Chairperson, Mrs. Jakub*▪ **Committee held their monthly meeting on February 21, 2018**

Topics discussed

Upcoming Field Trips
School start time change

RESOLUTION by Mrs. Jakub, 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
April 9, 10, 11, 12, 13	J. Dougherty Hermsen Merton Speck Talmage	4	SPUR	Provide an equestrian experience for people of all abilities. They put an emphasis on the benefit of therapeutic horseback riding to individuals with physical cognitive disabilities	Buses: \$925 Admission: \$2,574 Nurses: \$400 Students Pay: \$34
3/22-23/18	Koch	8	Washington	Provide culminating 8 th grade experience aligned to the district curriculum in our nation's capital.	Buses: \$9,513 Hotel: \$11,098.50 Meals: \$13,521 RN: \$1,500 Security: \$400 Misc.: \$785 Students Pay: varies

2. QSAC Statement of Assurance

MOTION to approve the amended 2017-2018 QSAC Statement of Assurance

C. Human Resources- *Chairperson, Mr. Padula, Mrs. D'Angelo reporting*▪ **Committee held their monthly meeting on February 26, 2018**

RESOLUTION by Mrs. D'Angelo, seconded by Mrs. Menzer and carried on unanimous roll call vote to approve Items 1 through 4.

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

1. Professional Staff

a. Appointment

RESOLUTION to approve the appointment of Tess Gagliano, replacement occupational therapist for Beth Verbovsky, effective February 23, 2018 until the end of the school year. \$260/per diem

b. FTE Increase

RESOLUTION to approve the FTE increase of Kristin Olesko from .66 to 1.0 effective March 1, 2018. BA1 \$52,018 pro-rated.

c. Resignation

RESOLUTION to accept the letter of resignation from Ann Marie McCarthy, science teacher, effective June 30, 2018 with regret.

d. Tennis Club Advisor

RESOLUTION to appoint Joelle Bagley as the 2018 Tennis Club advisor. \$1,650

e. Performing Arts Club Advisor

RESOLUTION to approve Bob Talmage as the 2018 Performing Arts Club Advisor at a rate of \$30 per hour not to exceed \$300.

f. Washington, DC Trip Chaperones

RESOLUTION to approve the following chaperones and stipends, if applicable, for the 8th grade Washington, D. C. trip on March 22 & 23, 2018:

Kevin Burke - \$250	Andrea Cernero - \$250
Robert Cilmi - \$250	James DiPalma - \$250
Allison Duffy - \$250	Gabrielle Illiano - \$250
Elizabeth Koch - \$250	Leann Lanza - \$250
Gwendolyn Mayer - \$250	Angela McAvoy - \$250
Daniella Meloro - \$250	Taylor Milanowycz - \$250
Hugh O'Hare - \$250	Amy Romano - \$300
Falilou Seck - \$250	Christopher Stephan - \$250
Joanne Stein, RN - \$1,500	Ptl. Brooks Robinson, FHPD
	Cpl. John Waltz, FHPD

In case of emergency:

Chris Beattys - \$250	Betty Crowley - \$250
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g. iReady Lesson Supervision

RESOLUTION to approve the following staff members to provide support and supervision of students during free time to take part in targeted iReady instructional lessons at a rate of \$33 an hour not to exceed 15 hours each:

Gwendolyn Mayer
Leann Lanza

h. Read Across America Night – Sickles School

RESOLUTION to approve the following staff members to provide programming at Sickles School for Read Across America Night at a rate of \$33 per hour:

Jackie Diez & Kristen Burghart: 2 hours each
Marilyn Schwartz: 3 hours

2. Support Staff Appointment

RESOLUTION to appoint Remi Setteducati as an instructional assistant effective March 1, 2018. \$20/hour

3. Substitute Teacher Appointments

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

Erin Bernstein (internship w/Dr. Strobel)

4. Job Description

MOTION to approve the administrative job description of Supervisor/Director of Curriculum & Instruction

5. Policy

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

P3437 – Military Leave – Teaching Staff
P4437 – Military Leave – Support Staff

b. Policy Adoption

MOTION by Mrs. D'Angelo, seconded by Mrs. Coar and carried on voice vote to adopt the above policies and regulations.

D. President's Report

Ad Hoc Committee Updates

- a. Strategic Planning Committee – Mrs. Lang
 - a. March Board meeting for update on Strategic Plan
- b. Tri-District Committee – Mrs. Coar

- a. Highlights of the 2/26 meeting: The director of the Community Alliance presented. At the next meeting there will be a presentation on underage drinking, vaping, suicide/mental health.

XI. Business Administrator's Report – Ms. Petrone

Budget 2018-2019 dates

- 1) The March Board meeting date will need to be changed due to Governor Murphy's budget address being moved from February 26 to March 13.
- 2) State Aid figures are released within 48 hours of the address and the tentative budget submission date was changed from March 20 to March 29th

MOTION by Mrs. Coleman, seconded by Mrs. Menzer and carried on voice vote to move the meeting from March 21 to March 28th at 1:30 pm and to advertise per the Open Public Meetings Act

XII. Opportunity for Public Comment

Stephanie Bates, 234 Third St, inquired if there will be a Budget Workshop meeting
Amy McCarthy, 59 Kemp Ave, when will the new school start for Pre K?

Suzanne McCabe, 67 Lewis Pt Rd, questioned the fundraiser for ASPCA.

She also requested a security update and thanked Mr. McNeil for taking the time to talk with her and others

Meredith Weiss, 123 Harvard Rd, thanked the administration for all the progress made and changes that have been implemented. She wanted to follow up on her previous inquiry in January regarding the amount of homework given to 6th graders

XIII. Correspondence

McCarthy
McCabe
Weiss
Stephen

XIV. New Business

XV. Adjournment to Closed Session

XVI. Return to Open Session

On the recommendation of the Superintendent and Board Attorney MOTION by Mrs. Lang seconded by Mr. Menzer and carried on voice vote to approve a non-resident tuition contract for R#105, R#106.

XV. Adjournment

MOTION by Mrs. Saad seconded by Mr. Padula and unanimously carried on voice vote to adjourn at 8:31PM.