

FAIR HAVEN BOARD OF EDUCATION

224 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.

NOTICE OF REGULAR MEETING

The Regular Meeting of the Fair Haven Board of Education was held on Thursday, January 25, 2018 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:

<input checked="" type="checkbox"/> Mrs. Buckley	<input type="checkbox"/> Mrs. Coar	<input checked="" type="checkbox"/> Mrs. Coleman
<input checked="" type="checkbox"/> Mrs. D'Angelo	<input checked="" type="checkbox"/> Mrs. Jakob	<input checked="" type="checkbox"/> Mrs. Lang
<input checked="" type="checkbox"/> Mr. Menzer	<input type="checkbox"/> Mr. Padula	<input type="checkbox"/> Mrs. Saad

Absent:

<input checked="" type="checkbox"/> Mrs. Coar	<input checked="" type="checkbox"/> Mr. Padula	<input checked="" type="checkbox"/> Mrs. Saad
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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"/> 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

Girls Cross Country Team

2017 MCISCCL Meet of Champions 1st Place
2017 MCISCCL Division Champions, Record 9-1

CBA Presidential Merit Scholarships

PJ Rawlins
Luke Ronayne

Mega Skills winners – Ms. Cernero – BiMonthly Skills-Kindness

Grade 4 -Carl Neff
Grade 5- Charlie Heinle
Grade 6- Carl Smith
Grade 7- Alex Lindgren
Grade 8- Matt Rigby

VII. Consideration of Minutes

- A. MOTION by Mrs. Lang, seconded by Mrs. D’Angelo and carried on voice vote, Mrs. Jakub abstaining, to accept the minutes of the November 15, 2017 Regular Meeting.
- B. MOTION by Mrs. Lang, seconded by Mr. Menzer and carried on voice vote to accept the minutes of the December 20, 2017 Executive Session
- C. MOTION by Mrs. Lang, seconded by Mrs. D’Angelo and carried on voice vote to accept the minutes of the January 3, 2018 Reorganization Meeting

VIII. Superintendent's Report

A. Enrollment	SICKLES	KNOLLWOOD	
	Pre-K 24	4	117
	K 72	5	113
	1 88	6	111
	2 110	7	107
	3 110	8	136
	404	584	Total: 988

B. Fire Drills

Sickles	12/18, 2:00 P.M. 1/26, 1:10 P.M.
Knollwood	12/19, 10:20 A.M. 1/9, 2:15 P.M.

C. Security Drills

Sickles	12/11, 9:15 A.M. – Extended Evacuation 1/19, 2:15 P.M. – Lockdown (SIP)
Knollwood	12/4, 8:45 A.M. – Lockdown w/Fire Drill 1/10, 8:45 A.M. – Lockdown

D. Harassment Intimidation and Bullying Report

1. MOTION by Mrs. Jakub, seconded by Mrs. Lang and carried on voice vote to accept the Harassment, Intimidation and Bullying Report from November 2017.
2. No reports for December 2017

E. School Community Update

Town Hall Meeting @ Little Silver 1/24 – Mr. McNeil gave an overview
 IReady parent meeting was well a headed
 School Report – Knollwood listed top 25 in the State. Lauded Mrs. Romano & Mrs. Cuddihy for hard work

F. Staff Attendance Data

1. November 2017

EMPLOYEE CATEGORY	Amount of Staff	Total Possible Days	Total Absences	Attendance Percentage
Administrators	7	128	3	97.7
Teachers	101	1818	40	97.8
Aides	30	540	20.5	96.2
Secretaries	8	144	6	95.8
Custodians	9	180	8	95.6
Coordinators	2	36	0	100
TOTAL	158	2846	77.5	97.3

2. December 2017

EMPLOYEE CATEGORY	Amount of Staff	Total Possible Days	Total Absences	Attendance Percentage
Administrators	7	115	2.5	97.8
Teachers	101	1616	54.5	96.6
Aides	30	480	35	92.7
Secretaries	8	128	5	96.1
Custodians	9	171	3	98.9
Coordinators	2	32	0	100
TOTAL	158	2542	100	96.1

G Student Attendance Data

1. November 2017

GRADE	Amount of Students	Total Possible Days	Total Absences	Attendance Percentage
Pre-Kinder.	24	432	42	90.28
Kindergarten	72	1296	90	93.06
First	89	1602	80	95.01
Second	111	1998	115	94.24
Third	112	2034	109.5	94.61
TOTAL	408	7362	436.5	94.07

Fourth	117	2106	103	95.11
Fifth	114	2052	115.5	94.37
Sixth	111	1998	85	95.75
Seventh	106	1908	112.5	94.10
Eighth	136	2448	83	96.61
TOTAL	584	10512	499	95.25

2. December 2017

GRADE	Amount of Students	Total Possible Days	Total Absences	Attendance Percentage
Pre-Kinder.	24	384	21	94.01
Kindergarten	72	1152	58	94.97
First	88	1424	44	96.89
Second	111	1776	71	96.00
Third	110	1792	81	95.43
TOTAL	405	6528	275	95.74

Fourth	117	1872	112.5	93.99
Fifth	114	1824	71	96.11
Sixth	111	1776	61	96.57
Seventh	106	1696	75.5	95.55
Eighth	136	2176	126	94.16
TOTAL	584	9344	446	95.22

H. Update on Schools – Principals Cuddihy & Romano

- Cuddihy –
- *Kindergarten registration
 - *Math Olympics week long, day/evening
 - *Science units
 - *Forentas & Pinnell
 - *Teachers are enjoying data

- Romano-
- *Family Math Night 60 family
 - *March 7, next one
 - *Spelling Bee
 - *RFH 1/30 Chinese program overview for 7th grade
 - *2/2 – Dance
 - *2/5 – Tri District Music Fest
 - *Week of Happiness
 - *Articulation RFH/Rumson/FH

I. Community Organization Reports

1. Regional High School Board of Education Meeting(s)
 - a) No report
2. PTA
 - a) Jan-June many fundraising events. Shakespeare, Honey Bee, Art Appreciation, District Art festival, Book Fare@Knollwood, Fundraising additions
 - b) 4/21 – Riverhouse

3. Education Foundation
 - a) Town approved the Color Run to be held on 11/5 for 800 people
 - b) May 18 is listed as a tentative date for a fundraiser at Nicholas
4. Booster Club
 - a) No report
5. Borough Council
 - a) No report

IX. Committee Reports

A. Finance/Operations – *Chairperson, Mrs. Lang reports*

▪ **Committee held their monthly meeting on January 22**

Budget for 18-19 has begun

Tech Plan for upcoming 4 years- presented by Pat Young

Items 1 through 8 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. Lang, seconded by Mrs. Coleman and carried on unanimous roll call vote to approve Items 1 through 8.

1. Bill Payment

- a. RESOLUTION to approve payment of bills and claims for the month of December in the amount of \$509,072.94
- b. RESOLUTION to approve payment of bills and claims for the month of January in the amount of \$385,712.41.

2. Transfer of Funds

- a. 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 for December:

AMOUNT	FROM	TO
100	11-000-213-100-050-02-0 sly sub nurse	11-000-213-100-060-02-0 SLY sub nurse
150	11-000-219-390-000-02-B exam fees	11-000-219-390-000-01-B consultant fees
1300	11-000-219-500-000-01-B prof semnr fees	11-000-219-600-000-00-B supplies CST
175	11-000-219-500-000-01-B prof semnr fees	11-000-219-800-000-00-B prof orgz fees
960	11-000-240-106-060-01-0 sly secretary	11-000-240-105-060-03-0 sly subs
325	11-000-262-520-000-01-0 multi peril ins	11-000-262-420-000-03-0 inn lab supplies
75	11-000-262-520-000-01-0 multi peril ins	11-000-262-500-000-00-M prof semnr fees
635	11-204-100-101-060-03-0 sly ESY	11-204-100-101-050-02-0 sly subs

- b. RESOLUTION to approve the action of the Superintendent and Business

Administrator in transfer of funds from the following over appropriated accounts to under appropriated accounts to address deficits in the latter accounts for January:

AMOUNT	FROM	TO
450	11-000-213-100-050-02-0 sly sub nurse	11-000-213-100-060-02-0 sly sub nurse
10	11-000-219-390-000-02-B exam fees	11-000-219-600-00B-00-0 Prior Yr PO
6200	11-000-262-300-000-00-0 service agreement	11-000-222-300-000-02-0 software
235	11-204-100-101-060-03-0 sly ESY	11-204-100-101-050-02-0 sly subs
335	11-214-100-101-060-01-0 aba subs	11-214-100-101-050-01-0 aba subs
765	11-401-100-100-050-00-0 sly co curricular	11-401-100-800-000-00-0 othr objects

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 October 31, November 30, and December 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 January.

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.
1/25-26/18	K. Elgrim P. Young	Techspo 2018	\$425	Atlantic City, NJ	338 312
1/29/18	K. Elgrim	Bullying and Athletics: Understanding the New HIB Regulations	\$100	Robbinsville, NJ	94
2/2 3/16 4/20 5/4 6/10	B. Keefe	Mary Jane Weiss BCBA-D mentorship	N/A	Princeton Junction, NJ	N/A
2/7-10/18	V. Mottern	Kennedy Center Partners in Education	Reg. \$299 Train \$88 Hotel \$507	Washington, DC	N/A
	J. Sustick		Reg. N/A Train \$88 Hotel \$507		N/A
2/26/18	N. Bryant K. Venti	2018 Transition Conference	\$99 \$99	Iselin, NJ	51 51
2/26-28/18	J. Bagley	2018 Annual NJAHPERD Convention	\$200 \$200	Long Branch, NJ	12 21
	K. Lagrotteria K. Lydon D. Ranahan				
3/06/18	P. Young	2018 PARCC Mandatory District Training	NA	Monroe, NJ	49

6. SEMI Waiver Request – Special Education Medicaid Initiative

WHEREAS, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2018-2019; and

WHEREAS, the Fair Haven Board of Education desires to apply for this waiver due to the fact that PCG projects Fair Haven as having fewer than 40 Medicaid eligible classified students in the 2018-2019 school year; (estimate 7)

NOW THEREFORE BE IT RESOLVED that the Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Monmouth an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2018-2019 school year.

7. School Safety Specialist

MOTION to appoint Sean McNeil as the School Safety Specialist for the 2017-2018 school year.

8. Grants

The Board of Education graciously accepts the generous grants on behalf of Sickles School in the following amounts:

- \$5000 from The Lombardo Family
- \$5000 from The William Gross Charitable Foundation.
- \$2500 from the Fair Haven Garden Club

9. Policy

1. As per the Fair Haven Board of Education Bylaw 0131, this shall be considered the first reading of the following policies and regulation:
 - a. P7425 – Lead Testing of Water In Schools
 - b. P7440 – School District Security
 - c. P7441 – Electronic Surveillance in School Buildings and on School Grounds
 - d. P8630 – Bus Driver/Bus Aide Responsibility
 - e. P9242 – Use of Electronic Signatures
 - f. P5830.1 – Fundraising Policy and Procedures

B. Education & Curriculum – *Chairperson, Mrs. Jakub*

- **Committee held their monthly meeting on January 19**

Social Studies, Science 4/5
Read Across America

Response to Intervention Presentation – Marilyn Schwartz
Mrs. Schwartz reviewed the RTI model at Sickles. She took the Board and public through a slideshow
Seeing growth, Phonics is a Weakness Foundation

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

Items 1 through 4 under Education & Curriculum 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.

1. Field Trips

RESOLUTION to approve the following field trips:

Date	Teacher(s)	Grade	Destination	Relevance	Cost
3/16/18	Chayette Heeren Marino	6-8	Monmouth County Teen Arts Festival		Entry Fee: \$425 Bus: \$195 Students Pay: \$25
5/02/18	Frankel	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 USA. As a follow up, students will create plays, stories and/or slide shows of their learning.	Admission: \$1,570 Buses: \$2,250 RN: \$125 Students Pay: \$40.00
5/04/18	DelTin	K	Pollak Theatre, Monmouth University	Spring-A-Ding-DING! Based on Cirque-tacular Entertainment from NYC. A show about adventure through the seasons including animals, song and dance	Admission: \$768 Buses: \$390 RN: \$150 Students Pay: \$18.00
5/29/18 to 6/1/18	Dougherty Langa	6	Stokes	6 th grade environmental trip	Buses: \$4,950 Students Pay: TBD
	Coffin Gagliano Kleinman				Admission: \$798

6/01/18	Leahey Maguire Setaro Spano	2	Insectropolis	Integration into science curriculum (Insects and Plants Unit)	Buses: \$825 RN: \$125 Students Pay: \$16.00
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2. 2017-2018 School Calendar

MOTION to approve the 2017-2018 School Calendar to reflect changes made to meet statutory requirements for minimum number of school days as a result of excessive snow days

3. 2018-2019 School Calendar

MOTION to approve the 2018-2019 School Calendar

4. Policy

MOTION to *abolish* the following policies:

- P5830 Pupil Fundraising
- P5460.1 Commencement Activities

C. Human Resources - *Chairperson, Mrs. D'Angelo*

▪ **Committee held their monthly meeting on January 23**

Items 1 through 7 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. D'Angelo, seconded by Mrs. Jakub and carried on unanimous roll call vote to approve Items 1 through 7 with regret to the resignation of Mrs. Hadley.

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

1. Professional Staff

a. Family Math Nights

1. RESOLUTION to approve the following staff to supervise the Knollwood Family Math Nights, January 17, 2018 and March 7, 2018, at a rate of \$33/hour for not more than five hours each.

Norma Azar
Christopher Beattys
William Dodich
Jessica Dougherty
Emily Hermsen
Stephanie Homyak
Jenna Mancino
Hugh O'Hare
Ami Ohe

2. RESOLUTION to approve the following staff to supervise the Sickles Family Math Nights, February 5-8, 2018 at a rate of \$33/hour for not more than two hours each*.

Grade 3	Grade 2	Grade 1	Kindergarten
Cannon	Coffin	Caruso	DelTin
Frankel	Gagliano	Foderaro	Gibson
Goode	Kleinman	Kennedy	Greenhall
Raibick	Leahey	Rosen	McGrade
	Maguire		Maloney
	Robinson		Floater where needed
	Spano		*Schwartz (not to exceed 6 hrs)

b. Salary Increase

RESOLUTION to approve the salary increase for Karen Venti in recognition of her reaching the 5MA+15 level on the teacher's salary guide. \$57,518

c. ScIP

MOTION to approve Andrea Cernero as a member of the School Improvement Panel.

3. Support Staff

a. Lunch Aide

RESOLUTION to remove Tina Brendel as a lunch aide retroactively effective October 1, 2017.

b. Increased FTE

RESOLUTION to increase the following instructional assistants FTE by .5 hour per day effective 1/02/18.

Alison Distefano, \$28,335 pro-rated

Christine Hearn, \$26,275 pro-rated

Lori Valentine \$26,790 pro-rated

c. Resignation

RESOLUTION to accept the letter of resignation from Kathleen Hadley, special services secretary, effective 2/14/18.

d. Appointments

1. RESOLUTION to appoint Philip Vinegra as a paraprofessional at Knollwood School effective pending his criminal history review. \$15/hour

2. RESOLUTION to appoint Geni DeRusso as the special services secretary effective February , 2018. Step 3 \$39,506

e. Statement of Assurance

MOTION to approve the Statement of Assurance regarding the use of paraprofessional staff for the 2017-2018 school year.

4. Substitute Teacher Appointments

RESOLUTION to appoint the following as substitute teacher for the 2017-2018 school year pending results of their criminal history reviews.

Julia Morales
Remi Setteducati
Philip Vinegra

5. Spring Sports Coaches

RESOLUTION to appoint the following coaches for Spring Sports:

Softball - Leeann Lanza, \$3,675
Co-Baseball - Joe Novellino, \$1,837.50
Co-Baseball - Kevin Burke, \$1,837.50
Track and Field - Christopher Stephan, \$2,625
Track and Field - Numar Vasquez, \$2,625
Track and Field - Allison Duffy, \$2,625

6. Glee Club Monitor

RESOLUTION to appoint Joanna Mozino as the Glee Club monitor. \$22/Hour

7. Superintendent's Merit Goal Approval

- a. RESOLUTION to confirm the full and successful achievement of the Superintendent's 2017-2018 qualitative Merit Goal #1 ~ School Messenger District Website and Communicate
- b. RESOLUTION to confirm the full and successful achievement of the Superintendent's 2017-2018 qualitative Merit Goal #2 ~ Academic Calendar to 4 Marking Periods and Middle School Report transition

8. Policy

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

- a. P3437– Military Leave – Teaching Staff
- b. P4437 – Military Leave – Support Staff

C. President's Report –

Happy New Year
Thanks to the board
Great things going on
Doing great things
Fair Haven is Fair Haven
Two retirements in December- Sue Bennett and Theresa Zdeb

X. Business Administrator's Report

Governor budget address March 13

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) Mr. Frank Fiumefreddo, 568 Ridge Rd., - appeal- in residence until May 1. They have 3 children, 4th, 6th and CBA freshman
 - 2) Mar Carroll, 46 Catherine St. – about calendar
 - 3) Dick Fuller, RTI – how to identify math deficiencies , Speaker System
 - 4) Rachel Griffin, 15 Sycamore Lane – against changing start time
 - 5) Kevin Lydon, 100 Hendrikson Place – questioned full hour lunch
 - 6) Kelly McCann, 257 Cambridge Ave., questioned the Chinese class and graduation movement
 - 7) Stephanie Bates, 234 Third Street-Committee “workshop” questions

XII. Correspondence

Susan Bennett – Thank you
Stephanie Bates – School Start Time
Suzanne McCabe – School Start Time
Meredith Weiss – Homework
Frank Fiumefreddo - Residency

XIII. New Business

Items 1 through 3 under New Business 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.

MOTION by Mrs. Coleman, seconded by Mrs. D'Angelo and carried on voice vote to approve the following fundraisers with Mrs. Jakub voting no to # 2:

1. PTA Clothing Label Fundraiser ~ 2/15/18-5/15/18 (approx.)
2. PTA Barnes & Noble Fundraiser ~ 5/17/18
3. Knollwood Student Council Hoops for Heart ~ 1/26/18 – 2/28/18 (approx.)

XIV. Adjournment to Closed Session

RESOLUTION by Mrs. Coleman, seconded by Mrs. Jakub 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 30 minutes. Upon return, action may be taken.

XV. Return to Open Session @ 9:30

XVI. Adjournment

MOTION by Mrs. Coleman, seconded by Mrs. Jakub and unanimously carried on voice vote to adjourn at 9:38 PM.

Valery Petrone, Business Administrator