

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 next Regular Meeting of the Fair Haven Board of Education was held on Wednesday, January 28, 2015 at 7:00 P.M. in the Knollwood 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:

<input checked="" type="checkbox"/> Mr. Bernstein	<input checked="" type="checkbox"/> Mrs. Brasch	<input checked="" type="checkbox"/> Mrs. Halcrow
<input checked="" type="checkbox"/> Mr. Mancuso	<input checked="" type="checkbox"/> Mr. Padula	<input checked="" type="checkbox"/> Mrs. Rehder-arrived 7:04, leaves 7:56
<input checked="" type="checkbox"/> Mrs. Saad	<input type="checkbox"/> Mr. Spector	<input checked="" type="checkbox"/> Mrs. Walker

Absent:

<input type="checkbox"/> Mr. Bernstein	<input type="checkbox"/> Mrs. Brasch	<input type="checkbox"/> Mrs. Halcrow
<input type="checkbox"/> Mr. Mancuso	<input type="checkbox"/> Mr. Padula	<input type="checkbox"/> Mrs. Rehder
<input type="checkbox"/> Mrs. Saad	<input checked="" type="checkbox"/> Mr. Spector	<input type="checkbox"/> Mrs. Walker

Others Present:

<input checked="" type="checkbox"/> Nelson Ribon, Superintendent	<input checked="" type="checkbox"/> Valery Petrone, Business Admin/BOE Secretary
<input checked="" type="checkbox"/> Cheryl Cuddihy, Principal	<input checked="" type="checkbox"/> Kevin Davis, Principal
<input checked="" type="checkbox"/> Kathy Elgrim, Supervisor	<input checked="" type="checkbox"/> Marcia Mackovecki, Attorney
<input checked="" type="checkbox"/> Ellen Spears, Director	<input checked="" type="checkbox"/> Chris Aviles, Coordinator
<input checked="" type="checkbox"/> Pat Young, Coordinator	

V. Adjournment to Closed Session

RESOLUTION by Mr. Mancuso, seconded by Mr. Bernstein 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 45 minutes.

VI. 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.

VII. Recognition of Visitors

VIII. Consideration of Minutes

MOTION by Mr. Mancuso, seconded by Mrs. Brasch and carried on voice vote to accept the minutes of the December 17, 2014 Regular Meeting, with Mr. Bernstein and Mr. Padula abstaining

MOTION by Mr. Mancuso, seconded by Mrs. Brasch and carried on voice vote to accept the minutes of the January 7, 2015 Reorganization Meeting

IX. Superintendent's Report

A. Enrollment	SICKLES		KNOLLWOOD		
	Pre-K	28	4	110	
	K	71	5	143	
	1	108	6	119	
	2	107	7	110	
	3	103	8	110	
		417		592	Total: 1009

B. Fire Drills

Sickles 1/16/15; 1:15 P.M.
Knollwood 1/23/15; 10:15 A.M.

C. Security Drills

Sickles 1/22/15; 12:45 P.M./Lockdown
Knollwood 1/07/14; 10:15 A.M./Lockdown

D. Harassment Intimidation and Bullying Report

MOTION by Mr. Bernstein, seconded by Mrs. Brasch and carried on voice vote to accept the Harassment, Intimidation and Bullying Report from December 2014.

E. NJ Anti-Bullying Bill of Rights (ABR) Act – 2013-14 District & School Grades

MOTION by Mr. Bernstein, seconded by Mrs. Brasch and carried on voice vote to accept the 2013-14 (FY15) District and Schools Grades Report under the NJ Anti-Bullying Bill of Rights Act.

F. PARCC Update

- continue to update our website with questions
- PARCC assessment is required which valuable data will be drawn from
- Hopeful this will provide insights to continue improving our instruction
- We are prepared for PARCC

G. School Community Update

- Pre-referendum work with Spiezle Architectural Firm, staff and community
 - Reps met with Administrative team before break and met with the Sickles staff today. They will return next week to meet with Knollwood staff. The next piece will be meeting with community stakeholders on February 17, 2015. There will be smaller meetings after this.
- Congratulations to Dr. LaBrocca
 - She is the Art teacher at Sickles School who has attained her doctorate
- Education Foundation Webcams
 - Grant provided webcams for World Language classes
 - French classes met in a “mystery hangout” with a class from Canada

H. Staff Attendance Data – December 2014

EMPLOYEE CATEGORY	Amount of Staff	Total Possible Days	Total Absences	Attendance Percentage
Administrators	8	131	4	96.9
Teachers	98	1595	50	96.9
Aides	28	476	32.5	93.2
Secretaries	8	136	3	97.8
Custodians	9	162	2.5	98.5
Coordinators	2	34	0	100
TOTAL	153	2534	92	96.4

I. Student Attendance Data – December 2014

GRADE	Amount of Students	Total Possible Days	Total Absences	Attendance Percentage
Pre-Kinder.	28	493	17	96.44
Kindergarten	71	1207	23.5	98.03
First	108	1836	49	97.33
Second	107	1819	58	96.81
Third	103	1751	44.5	97.46
SUBTOTAL	417	7106	192	97.29
Fourth	111	1887	86.5	95.42
Fifth	143	2431	107	95.6
Sixth	119	2023	86.5	95.72
Seventh	110	1870	106	94.33
Eighth	110	1870	146	92.19
SUBTOTAL	593	10081	532	94.72
TOTAL	1010	17187	724	96.005

I. Update on Schools – Principals Cuddihy & Davis

Sickles – Mrs. Cuddihy

- a. Teachers college consultant visited earlier this month
- b. Kindergarten registration was completed this month
- c. Technology use is flourishing-students have begun writing persuasive essays
- d. Parent teacher conferences were a success

Knollwood – Mr. Davis

- a. Conferences went well
- b. Super Bowl food drive – Friday is wear a jersey day
- c. Chili Fund Raiser will be Saturday from 6pm – 8pm at the Church of the Nativity
- d. Hoops for Hearts – 6th grade fundraiser on February 6th
- e. Valentine’s Day Dance – February 20, 2015
- f. Spring sports forms are due February 27, 2015
- g. TriDistrict concert – March 17, 2015 at RFH at 7:00 pm
- h. The 4th and 5th grade drama club will perform “James and the Giant Peach” on April 23
- i. The 6th, 7th, 8th grade drama club will perform “No Strings Attached” on February 26
- j. The High Sschool placement tests for 8th graders is coming soon

Presentation by Knollwood Student Council representatives, Ms. Fogas (Advisor)

- Student Council President Amy Pellino and Vice President Jake Santos gave presentation on Power Point

X. Committee Reports

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

▪ **Committee held their monthly meeting on Jan. 20**

1. Reports

- a. Committee Report
 - Topic - Communicating activities
 - Goals - Identification of Stakeholders for referendum research

- b. Regional High School Board of Education Meeting(s) – no report
- c. PTA Meeting – Jenni Lucci reported
 - Family fun activity – Bowling was a success. The next event will be ice skating
 - Sonnettman – Shakespeare to hiphop/rap format
 - Vegas night-Couples event fund raiser
 - The next PTA meeting will be held on March 11, 2015
 - Lunch with a VIP at Sickles School will be held in March
- d. Education Foundation- Kelly McCann reported
 - Grant implementation – The webcams to be used in the World Language classes are already being used
- e. Booster Club – Erin Simpson reported
 - Spirit wear fund raiser
 - March madness- Lisa Hyduke is chairperson. There is no date as of yet
 - Spring fundraiser is in the planning stages and hopes to take place late May early June
- f. Borough Council Meeting – no report

B. Finance – *Chairperson, Mrs. Walker*

- **Committee’s monthly meeting was scheduled for Monday Jan. 26**

1. Treasurer's Report

RESOLUTION by Mrs. Walker, seconded by Mr. Bernstein and carried on unanimous roll call to accept the Treasurer's report for the month of November.

2. Monthly Certification of Board Secretary's Report

RESOLUTION by Mrs. Walker, seconded by Mr. Bernstein and carried on unanimous roll call to accept the report for the month of November.

3. Bill Payment

RESOLUTION by Mrs. Walker, seconded by Mr. Bernstein and carried on unanimous roll call to approve payment of bills and claims for the month of January in the amount of \$378,357.51.

4. Transfer of Funds

RESOLUTION by Mrs. Walker, seconded by Mr. Bernstein and carried on unanimous roll call 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 (list to be provided at meeting):

Amount	FROM	TO
\$ 1,125	11-213-100-101-00-0 sly resource room	11-000-100-566-00-0 tuition private school
\$ 250	11-000-221-102-00-0 sly curr sup	11-000-221-500-01-C prof seminar fees
\$ 4,700	11-000-221-104-01-0 curric development	11-000-223-500-01-D prof seminar fees
\$ 250	11-000-240-800-01-S prof org fees	11-000-240-500-01-S seminar fees princ
\$ 250	11-000-240-600-02-K supplies K ofc	11-000-240-500-03-K seminar fees princ
\$ 4,000	11-130-100-101-01-0 sly gr 6-8	11-120-100-101-02-0 sly subs gr 1-5
\$ 1,700	11-213-100-101-01-0 sly subs res room	11-204-100-101-02-0 sly subs L/LD

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 January 2015 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 by Mrs. Walker, seconded by Mrs. Brasch and carried on unanimous roll call to approve the following travel and expense reimbursements as per policy number 9250, with Bruce Padula abstaining from roll call on Kelsey Jungfers travel and expense reimbursement. 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	COST	LOCATION	MILES
1/28/15	Pat Young	PARCC Technical Training	0	Princeton, NJ	77
2/12/15 2/26/15	Tara Mattison	Google Training	\$75 each	Belmar, NJ	28 each
1/30/15	Mary Lou Smerecznik	Strengthen Functional Vision & Visual Perceptual Skills	\$239	Eatontown, NJ	N/A
2/04/15	Mary Pat Buckley Courtney Robinson	Kid to Kid, Talking the Talk	\$80 each	Teachers College Columbia Univ. New York, NY	\$55 max per day
2/04/15	Nicole Auditore Nicole Freitas Elisa Ham Charles Merton Carol Russo	A Land We Can Share: Teaching Students with Autism in the Inclusive Classroom	\$80 each	Teachers College Columbia Univ. New York, NY	\$55 max per day
2/6/15 4/7/15 6/5/15	Cara Remmert	Homeless Liaison Educational Partnership Training	0	Neptune, NJ	N/A
2/20/15	Nelson Ribon	NJ Leadership Academy: Leading the Common Core and Standards-Based Instruction	\$150	Monroe, NJ	50
2/23-24, 2015	Kimberly Lagrotteria Kevin Lydon Dan Ranahan Byron Williams	NJAHPERD State Convention	\$125 \$150 \$100 \$150	Long Branch, NJ	5 12 14 7
3/04/15	Susan Bennett Courtney Robinson	Spelling, Punctuation, and Language Structure: Helping Our Kids Become Stronger at Using Their Conventions All Yr.	\$80 each	Teachers College Columbia Univ. New York, NY	\$55 max per day
3/04/15	Ashley Goral	Turning 3: Transition from the Early Intervention System to Preschool	0	Trenton, NJ	90
3/06/15	Kelsey Jungfer Sharon Mikolajczyk	Test Prep for NJ Teachers	\$80 each	Teachers College Columbia Univ. New York, NY	\$55 max per day
3/20-23, 2015	Nelson Ribon	Association for Supervision & Curriculum Development (ASCD) Annual Conference	\$289 reg + \$1278	Houston, Texas Conv. Ctr.	N/A

7. Pre-School Tuition

RESOLUTION by Mrs. Walker, seconded by Mrs. Brasch and carried on unanimous roll call to approve the pre-school tuition rate of \$2,500 per student for the 2015-2016 school year.

8. SEMI Waiver Request – Special Education Medicaid Initiative

RESOLUTION by Mrs. Walker, seconded by Mrs. Brasch and carried on unanimous roll call to apply for the following waiver:

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 2015-2016; 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 2015-2016 school year; (estimate is 8)

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 2015-2016 school year.

C. Education - *Chairperson, Mr. Spector*

▪ **Committee held their monthly meeting on Jan. 22**

1. Field Trip

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

Date	Teacher	Grades	Destination	Cost
3/20/15	Fogas	4-8	Teen Arts Festival Brookdale Community College	\$35/student Bus: \$175

2. Extended School Year (ESY) / 2-Week Transition Program

a. RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call to approve the 2015 Extended School Year (ESY) Program, Mondays through Thursdays from June 29, 2015 to August 8, 2015.

b. RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call to approve the 2-Week Transition Program, Mondays through Thursdays from July 27, 2015 to August 6, 2015.

3. 6th Grade Fundraiser

RESOLUTION by Mrs. Brasch, seconded by Mr. Padula and carried on unanimous roll call to approve "Hoops for Hearts" as a 6th grade physical education fundraiser on February 6, 2014 to benefit the American Heart Association. (Teacher in Charge: Kimberly Lagrotteria)

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

▪ **Committee held their monthly meeting on Jan. 8 & 13**

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

1. Professional Staff

a. Salary Revision

1. RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call to revise the salary of Maria Caffrey, Wilson support, due to a decrease in hours from 4.5/week to 3.5/week effective January 5, 2015.

2. RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call to revise the salary of RoseAnn LaBrocca, effective January 1, 2015, in recognition of her achieving PhD level. - \$66,613

b. Child Care Leave

RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call to approve the leave of absence for Tara Mattison effective on or about March 16, 2015 through November 27, 2015 for child care.

c. Leave of Absence

RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call to approve the extension of the medical leave of absence for Deborah Babcock to March 13, 2015.

d. Appointment

RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call to approve the extension of replacement teacher Elsa VanCleve, in for Deborah Babcock, through March 13, 2015.
FTE: .58, \$148 per diem.

2. Support Staff

a. Resignations

1. RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call to accept the letter of resignation from Noelia Bruncati, paraprofessional, effective January 28, 2015.
2. RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call to accept the letter of resignation from Lorraine Choma, lunch aide, effective December 22, 2014.

b. Appointments

1. RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call to approve the following appointments pending criminal history review and clearance:

Ernestine Catapano	lunch aide – \$12/hour
Jessica Guerreiro	lunch aide substitute – \$12/hour
Kimberly Croce	paraprofessional, Feb. 2 - June 30, 2015, \$15/hour
Valerie Herman	paraprofessional, March 2 - June 30, 2015, \$15/hour
Norma Larsen	bilingual paraprofessional, Feb. 2 - June 30, 2015 \$15/hr.

c. Assignment Changes

1. RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call to approve the change of assignments for the following support staff effective February 2 through June 30, 2015:
David DeMola from paraprofessional to instructional assistant
from \$15/hour to \$20/hour

Franci Markarian from instructional assistant to paraprofessional
from \$20/hour to \$15/hour

3. Substitute Teachers

RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call to approve Kimberly Croce as a substitute teacher for the remainder of the 2014-2015 school year.

4. Extra-Curricular Activity Advisors

RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call to approve the following Knollwood School extra-curricular advisors for 2014-2015 school year:

- Vince Mottern, Music Director, 6-8 Drama Club; \$350 max. (14 hours)
- Monica Caruso, Set Design, 4-5 Drama Club; \$500 max. (20 hours)
- Maureen Schmid, Set Design, 6-8 Drama Club; \$500 max. (20 hours)

E. Operations - *Chairperson, Mrs. Brasch*

▪ **Committee held their monthly meeting on Jan. 21**

Topics covered:

- Speizle walkthrough 1/23/15
- Lunch table inspection from manufacturer was conducted last week

- Due to increased LLD class size we swapped the LLD room with the teachers room at Knollwood School

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

- **Committee held their monthly meeting on Jan. 14**
- As per Fair Haven Board of Education Bylaw 0131, this shall be considered the first reading of the following policy:
P 2622 Student Assessment
- 2. As per Fair Haven Board of Education Bylaw 0131, this shall be considered the second 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
- P 3144.12** Certification of tenure charges – Inefficiency
- P 5120** Assignment of Pupils
- P 5300** Automated External Defibrillators (AEDs)
- R 5300** Automated External Defibrillators (AEDs)
- P 5533** Pupil Smoking
- P 6111** Special Education Medicaid Initiative (SEMI) Program
- R 6111** Special Education Medicaid Initiative (SEMI) Program
- P 6422** Budget Transfers
- R 6422** Budget Transfers
- P 6470** Payment of Claims
- P 6471** School District Travel
- R 6471** School District Travel Procedures
- P 6820** Financial Reports
- P 7434** Smoking in School Buildings and on School Grounds
- R 8420** Emergency and Non-Fire Evacuation Plan
- P 8461** Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Abuse
- R 8461** Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Abuse

2. Adoption of Bylaws, Policies & Regulations

MOTION by Mr. Bernstein, seconded by Mrs. Walker and carried on voice vote to adopt the above bylaws, policies and regulations listed under F-2.

G. President's Report – Mr. Mancuso

- Snow Clean up – Kudos to Rick Robbins and his crew on an exceptional job
- Upcoming events – watch the website

- New Board members are working hard
- Discussions continue regarding long range plan. If interested email Board President

XI. Business Administrator's Report –

- Ethics disclosure forms need to be completed.
- Budget meetings need to be scheduled
- Tentative budget due March 20, 2015

XII. 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
-
- Jenni Lucci, 454 River Road, asked about space constraints regarding large upcoming 6th grade class
 - Brian Rice, 45 Maple Avenue, questioned what the process would be to investigate property for sale near the school
 - Carol Lang, 1 Forrest Avenue, is community meeting for everyone allowing input
 - Marianne Carroll, 46 Katherine Street, asked about Ad hoc and the gym floor at Knollwood.
 - Liza Doonan, 28 Parker Avenue, asked about the newsletter timeline and if the Superintendent Chat was going to be reinstated

XIII. Correspondence

Mrs. Carol Lang (1/21/15)

XIV. New Business - none

XV. Adjournment to Closed Session

MOTION by Mr. Mancuso, seconded by Mr. Padula and unanimously carried on voice vote to adjourn to Closed Session at 9:00 PM

XVI. Return to Open Session at 9:49 PM

XVII. Adjourn

MOTION by Mr. Mancuso, seconded by Mr. Padula and unanimously carried on voice vote to adjourn at 09:50 PM.

Valery Petrone, Board Secretary