

ALL VOTING ITEMS WERE APPROVED

FAIR HAVEN BOARD OF EDUCATION

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

2018-2019 Board of Education Goals

- Goal 1:** Continue with professional development to achieve Master Board Certification
- Goal 2:** Improve communication and partnerships between the community, families, students, and Board of Education through the development of a Communication Plan for the Fair Haven School District
- Goal 3:** Refine the three committee structure for the Board to include uniformity of agendas, minutes, and monitoring of District and Board goals
- Goal 4:** In order to gain a better understanding of District policies, each Board committee will review the policies pertinent to its area of responsibility and make recommendations for changes if and when necessary.

2018-2019 District Goals

- Goal 1:** Continue to foster and develop staff mastery of newly adopted curricula to ensure sound instructional practice and improved student outcomes for all learners.
- Goal 2:** Further increase the capacity of administration to provide meaningful feedback to teaching staff through the use of the Charlotte Danielson teacher evaluation model.
- Goal 3:** Implement the newly designed New Jersey Principal Evaluation for Professional Learning evaluation tool for all administrators to increase the effectiveness of district leadership to positively impact student outcomes.
- Goal 4:** Enhance instructional outcomes to support all learners through the expansion of programmatic offerings within various instructional models, including Response To Intervention as well as instructional programs and supports for advanced and gifted students.
- Goal 5:** Build upon expanded articulation and 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 with an emphasis on exploring shared services, health & wellness, and academic improvement.

NOTICE OF REGULAR MEETING

The Regular Meeting of the Fair Haven Board of Education will be held on Wednesday, January 30, 2019 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. Moment of Silence for Private First Class Jamie Riley, US Army and class of 2011 Knollwood graduate. Jamie, who was beloved by all that knew him, passed away while serving his country. Our thoughts and prayers are with him and his family
- V. Roll Call

Present:

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

Absent:

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

Others Present:

- | | |
|--|---|
| <input type="checkbox"/> Sean McNeil, Superintendent | <input type="checkbox"/> David Joye, Business Admin/BOE Secretary |
| <input type="checkbox"/> Marilyn Schwartz, Principal | <input type="checkbox"/> Amy Romano, Principal |
| <input type="checkbox"/> Kathy Elgrim, Supervisor | <input type="checkbox"/> Scott Kiewe, Director |
| <input type="checkbox"/> Cheryl Romano, Director | <input type="checkbox"/> Pat Young, Coordinator |

VI. 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.

VII. Recognition of Visitors

VIII. Consideration of Minutes

- A. MOTION to accept the minutes of the December 19, 2018 Regular Meeting.
- B. MOTION to accept the minutes of the January 2, 2019 Reorganization Meeting.

IX. Superintendent's Report

A. Enrollment	SICKLES	KNOLLWOOD	
	Pre-K 31	4	113
	K 72	5	119
	1 90	6	116
	2 98	7	109
	3 108	8	107
	399	564	Total: 963

B. Fire Drills

Sickles	1/16, 2:30 P.M.
Knollwood	1/17, 9:40 A.M.

C. Security Drills

Sickles	1/24, 10:30 A.M. Lockdown
Knollwood	1/23, 10:30 A.M. Lockdown

D. Harassment Intimidation and Bullying Report

MOTION to accept the Harassment, Intimidation and Bullying Report from January 2019.

E. School Community Update

F. Staff Attendance Data – December 2018

EMPLOYEE CATEGORY	Amount of Staff	Total Possible Days	Total Absences	Attendance Percentage
Administrators	7	105	2.5	97.5
Teachers	107	1575	60.5	96.2
Aides	26	360	16.5	95.4
Secretaries	8	120	.5	99.6
Custodians	10	177	1.0	99.4
Coordinators	3	45	1.5	96.7
TOTAL	161	2382	82.5	96.5

G. Student Attendance Data – December 2018

GRADE	Amount of Students	Total Possible Days	Total Absences	Attendance Percentage
Pre-Kinder.	31	465	45.0	90.22
Kindergarten	72	1080	37.0	96.57
First	90	1350	50.0	96.30
Second	99	1515	42.0	97.18
Third	108	1620	27.0	98.33
TOTAL	400	6030	201.0	96.65

Fourth	113	1725	74.0	94.76
Fifth	120	1800	79.0	95.61
Sixth	116	1740	62.0	95.57
Seventh	109	1635	44.0	97.31
Eighth	107	1620	58.5	96.38
TOTAL	565	8520	317.5	95.91

H. Update on Schools – Principals Schwartz & Romano

I. Community Organization Reports

1. Regional High School Board of Education Meeting(s)
2. PTA
3. Education Foundation
4. Booster Club
5. Footlights
6. Borough Council Meeting

X. Committee Reports

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

▪ **Committee held their monthly meeting on January 28, 2019**

Items 1 through 10 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 to approve Items 1 through 10.

1. Bill Payment

RESOLUTION to approve payment of bills and claims for the month of February in the amount of \$549,345.68.

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:

Account Number From	Description	Amount	Account Number To	Description
11-000-100-566-000-00-0	TUITION OTHER	1,790.45	11-000-100-566-000-00-0	TUITION PRIVATE SCHOOLS
11-000-219-390-000-02-B	SP ED EXAM FEES	129.00	11-000-219-500-000-01-B	PROF SEMINAR FEES
11-000-219-390-000-02-B	PROF SEMINAR FEES	93.00	11-000-219-600-000-00-B	SUPPLIES & MATERIALS CST
11-000-221-320-000-00-0	PURCH ED SERV	450.00	11-000-221-500-000-01-C	PROF SEMINAR FEES
11-000-230-590-000-05-0	TRAVEL REIMBURSEMENT	149.00	11-000-230-590-000-04-0	PROF SEMINAR FEES
11-190-100-270-060-00-0	HEALTH BENEFITS SICKLES	15,466.45	11-000-291-260-000-00-0	WORKERS COMP INS
11-190-100-106-060-02-0	SAL LUNCH AIDES	3,156.74	11-190-100-610-050-00-0	SUPPLIES GRADES K-8
11-190-100-106-060-02-0	SAL LUNCH AIDES	2,090.69	11-190-100-610-050-02-K	SUPPLIES - KNOLL
11-190-100-106-060-02-0	SAL LUNCH AIDES	413.62	11-190-100-610-060-00-0	SUPPLIES GRADES K-8
11-190-100-106-060-02-0	SAL LUNCH AIDES	458.15	11-190-100-640-050-02-K	TEXTBOOKS - KNOLL
11-213-100-101-060-02-0	SAL SUMMER SCHOOL	96.47	11-213-100-610-050-00-B	SUPPLIES RESOURCE ROOM
11-214-100-106-060-03-0	SUB AIDE SICKLES	2,759.75	11-214-100-101-050-01-0	AUTISM SUBS
11-401-100-100-060-00-0	SAL COCURRICULAR	350.00	11-401-100-600-050-00-0	SUPPLIES
11-401-100-100-060-00-0	PURCH ED SERV	1,065.00	11-401-100-800-000-00-0	OTHER 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 December 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. 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
1/29/19	C. Romano	Title 1 Articulation	N/A	Freehold, NJ	31
2/11/19	M. Schwartz	MC3 Winter Summit – Social Emotional Learning	N/A	W. Long Branch, NJ	38
2/15/19	J. Sustick	Tri-District/County Round Table	N/A	Shrewsbury, NJ	N/A
2/21, 22/19	M. Chayette S. Marino	NJMEA Conference	\$180	East Brunswick, NJ	124 116.5
2/25/19	A. Romano	Transgender Students Rights: Implementing NJ's Latest Guidance	N/A	Monroe Township, NJ	83
2/25/19	K. Elgrim M. Schwartz P. Young	NJ Student Learning Assessments	N/A N/A N/A	Monroe Township, NJ	49 24 66
2/25-27/19	J. Bagley K. Lydon	NJASPERD Annual Convention	\$200 \$200	Long Branch, NJ	39 39
2/28/19	K. Burghart	Jennifer Serravallo presents Strategies & Structures for Teaching Reading & Writing	\$209	Livingston, NJ	105
3/08/19	J. Bagley K. Lydon	3 rd Annual Share Day	N/A N/A	Millstone, NJ	44 50
3/19/19	C. Romano	Hot Issues in School Law	N/A	Monroe Township, NJ	83
3/26/19	A. Romano	Legal One HIB and Discipline for Students with Disabilities	\$150	Monroe Township, NJ	83
4/01/19	C. Romano	Making Literacy Learning Visible	\$165	Monroe Township, NJ	83
4/04, 05/19	S. Marino	National Association for Music Education Eastern Division Conference	\$185	Pittsburgh, PA	N/A
5/10/19	A. Romano	Legal One-Signs Matter: Early Detection-NJ	\$150	Brick, NJ	50
6/04/19	C. Romano	MC3 Gifted Education K-12 Articulation Day	N/A	Wall, NJ	38

5. Non-Resident Tuition Student

RESOLUTION to approve the contract between the sending district of the Holmdel Board of Education and the receiving district of the Fair Haven Board of Education to receive student #R115 for the 2018-2019 School Year.

6. NJDOE Project Submission for Review & Amendment of Long Range Facilities Plan

Be it resolved, the Fair Haven Public Schools Board of Education authorizes the Spiegle Architectural Group, Inc. to submit the following projects to the New Jersey Department of Education for review and approval as “School Facilities Projects” for which the Board of Education is seeking available funding:

<u>Knollwood School</u>	<u>Addition/Renovation</u>	<u>25-1440-050-19-1000</u>
<u>Sickles School</u>	<u>Addition/Renovation</u>	<u>25-1440-060-19-1000</u>

Be it further resolved, Fair Haven Public Schools Board of Education authorizes the Spiegle Architectural Group, Inc. to amend the district’s Long Range Facilities Plan (LRFP) to be consistent with the above listed projects.

7. 2019-2020 Budget Calendar

MOTION to approve the tentative 2019-2020 Fair Haven School District Budget Development Calendar.

8. Contract Approval – Laura Bishop Communications

RESOLUTION to approve a contract with Laura Bishop Communications for referendum communications in an amount not to exceed \$12,000.

9. Memorandum of Agreement

MOTION to approve the 2019 Memorandum of Agreement between the Fair Haven Board of Education and the Fair Haven Police Department and Monmouth County Prosecutor's Office

10. Fundraiser

MOTION to approve the Fair Haven Booster Club's Donors Choose based fundraiser for Winter/Spring 2019

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

▪ **Committee held their monthly meeting on January 28, 2019**

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.

1. Curriculum Adoption Updates

MOTION to approve the following curricula:

- a. Spanish, Grades 4-8
- b. World Languages, Grades K-3
- c. French, Grades 6-8
- d. Music, Grades K-8
- e. Instrumental Music, Grades 4-8
- f. Physical Education and Health, Grades K-3

2. School Improvement Panel

RESOLUTION to approve the member of the Sickles School SciP Committee:

Monica Albanese
Kristen Goode
Kristina Rems
Cheryl Romano
Marilyn Schwartz

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

▪ **Committee held their monthly meeting on January 24, 2019**

Items 1 through 6 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 to approve Items 1 through 6.

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 Christopher Stephan in recognition of the achievement his master's degree. 7MA \$59,868 effective January 1, 2019

b. Family Leave

MOTION to approve the leave of Dr. Matthew Strobel for the period of on or about March 18, 2019 – May 10, 2019 4 days per week during that 6 week period and for May 10, 2019 – June 30, 2019 5 days per week during that 6 week period.

c. Appointments

1. RESOLUTION to approve Bette Bourlokas to the position of leave replacement Middle School Language Arts teacher effective on or about March 1, 2019 – June 30, 2019 at a rate of 1BA \$52,218, prorated

2. Substitute Teacher Appointments

RESOLUTION to appoint the following substitute teachers for the 2018-2019 school year pending results of criminal history review where required.

Christopher Ciantar
Angela Confredo
Melissa Doherty
John Goode

3. Extra-Curricular/Spring Sports Coaches and Monitors

RESOLUTION to approve the following extra-curricular activity supervisor/spring sports coaches and monitors:

4th/5th Grade Play Set Design – Jessica Heeren \$600
Softball Coach - Leeann Lanza \$3,675
Baseball Co-Coaches- Sean Reid \$2,450, William Heath \$1,225
Track and Field Coach - Christopher Stephan \$2,625
Track and Field Coach- Norma Azar \$2,625
Track and Field Coach- TBD - only needed if 50+ athletes sign up for Track \$2,625
Track and Field Monitor/Aide - Joanna Mozino \$22/hour
Softball Monitor - Alex Iachetta \$22/hour
District Testing Assistance – Tracy Cook \$33/hour not to exceed \$495

4. Student Teacher

MOTION to approve the placement of Tori Cedar, a Rutgers University, Graduate School of Applied and Professional Psychology student, to complete her 600 hour practicum with Matthew Strobel from January 2019 until June 2020.

5. Support Staff Appointments

- a. RESOLUTION to appoint Gabrielle Defilippis to the position of paraprofessional, Sickles School effective January 31, 2019, at a rate of \$15/hour
- b. RESOLUTION to appoint Angela Confredo to the position of instructional assistant, Knollwood School effective on or about February 18, 2019, at a rate of \$20/hour (compensation reimbursed by Holmdel School District)

6. Paraprofessional Statement of Assurance

MOTION to approve the January 2019 Paraprofessional SOA submission to the NJDOE

New Jersey State School Board Recognition Month

WHEREAS, The New Jersey School Boards Association has declared January 2019 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Fair Haven Board of Education is one of more than 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Fair Haven Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Fair Haven Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2019 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Fair Haven Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

XII. Business Administrator's Report

XIII. 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

XIV. Correspondence

XV. New Business

XVI. Adjournment to Closed Session

RESOLUTION to adjourn to closed session prior to the end of this session for the purpose of discussing the potential receipt of state and/or federal funding. The matter will remain confidential. The matter will be disclosed to the public as soon as the need for confidentiality no longer exists. This session should not last longer than 60 minutes. Action, if any, will take place in public session.

XVII. Return to Open Session

XVIII. Adjournments