

FAIR HAVEN BOARD OF EDUCATION

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

NOTICE OF REGULAR MEETING

The Regular Meeting of the Fair Haven Board of Education was held on Wednesday, July 29, 2015, at 6:00 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 type="checkbox"/> Mr. Bernstein	<input checked="" type="checkbox"/> Mrs. Brasch	<input checked="" type="checkbox"/> Mrs. Coleman
<input checked="" type="checkbox"/> Mrs. Halcrow	<input checked="" type="checkbox"/> Mr. Mancuso	<input checked="" type="checkbox"/> Mr. Padula-6:26pm arrival
<input checked="" type="checkbox"/> Mrs. Saad	<input type="checkbox"/> Mr. Spector	<input checked="" type="checkbox"/> Mrs. Walker

Absent:

<input checked="" type="checkbox"/> Mr. Bernstein	<input type="checkbox"/> Mrs. Brasch	<input type="checkbox"/> Mrs. Coleman
<input type="checkbox"/> Mrs. Halcrow	<input type="checkbox"/> Mr. Mancuso	<input type="checkbox"/> Mr. Padula
<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"/> Val Petrone, Business Admin/BOE Secretary
<input type="checkbox"/> Cheryl Cuddihy, Principal	<input checked="" type="checkbox"/> Kevin Davis, Principal
<input checked="" type="checkbox"/> Kathy Elgrim, Supervisor	<input checked="" type="checkbox"/> Scott Kiewe, Director of Student & Special Services
<input checked="" type="checkbox"/> Mari Ann Pepe, Int. Supervisor	<input type="checkbox"/> Ellen Spears, Director
<input type="checkbox"/> Chris Aviles, Coordinator	<input checked="" type="checkbox"/> Pat Young, Coordinator-LEFT 6:00PM

V. Adjournment to Closed Session

RESOLUTION by Mr. Mancuso, seconded by Mrs. Brasch and carried on unanimous roll call vote to adjourn to closed session prior to the end of this session for the purpose of discussing personnel and matters related to litigation. Any action of the board, which need not remain confidential, will be made public as soon as possible. Session will not last more than 60 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 May 20, 2015 Regular Meeting

MOTION by Mr. Mancuso, seconded by Mrs. Walker and carried on voice vote, Mrs. Brasch abstaining, to accept the minutes of the June 24, 2015 Regular Meeting

MOTION by Mr. Mancuso, seconded by Mrs. Walker and carried on voice vote to accept the minutes of the July 9, 2015 Special Meeting

IX. Superintendent's Report

A. Enrollment	SICKLES	KOLLWOOD	
	Pre-K 27	4 106	
	K 80	5 109	
	1 105	6 139	
	2 110	7 121	
	3 109	8 111	
	431	586	Total: 1017

B. Fire Drills

Sickles 7/07/15, 9:32 A.M.
 Knollwood 7/02/15, 11:00 A.M.

C. Security Drills

Sickles 7/13/15, 9:30 A.M., Lockdown
 Knollwood 7/13/15, 11:30 A.M., Lockdown

D. Harassment Intimidation and Bullying Report

MOTION by Mrs. Brasch, seconded by Mrs. Walker and carried on voice vote to accept the Harassment, Intimidation and Bullying Report from June 2015.

E. Violence, Vandalism, HIB Second-Half of the Year Report

MOTION by Mrs. Brasch, seconded by Mrs. Saad and carried on voice vote to accept the Violence, Vandalism, HIB Report: Report Period #2 – January through June 2015

F. Long Range Planning Update –

Still in talks with Spiegle. Administration team hopes to meet next week

G. Staff Attendance Data – June 2015

EMPLOYEE CATEGORY	Amount of Staff	Total Possible Days	Total Absences	Attendance Percentage
Administrators	7	146	1	99.3
Teachers	105	1382	79.5	94.2
Aides	26	364	16.5	95.5
Secretaries	8	160	2	98.7
Custodians	9	198	1	99.5
Coordinators	2	44	0	100
TOTAL	165	2470	102	95.9

- a. Strategic Planning- Formal process to begin. Mr. Ribon has contacted two firms to make presentations to a committee of the board. The goal is to have a firm in place at August board meeting.

H. Summer Update on Schools – Kevin Davis, Principal

X. Committee Reports

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

- **Committee held their monthly meeting on July 29, 2015**

- 1. Reports

- a. Committee Report
- b. Regional High School Board of Education Meeting(s)
- c. PTA Meeting- Scarecrows \$75.00, Sept. 1st K picnic, Sept 2nd teacher
- d. Education Foundation
- e. Booster Club – no report
- f. Borough Council Meeting-
 - a. Joe McGovern Capt. Will be at next borough council
 - b. Mayor working on bike path, Ridge Rd., possibly in September

B. Finance – *Chairperson, Mrs. Walker*

MOTION by Mrs. Walker, seconded by Mrs. Brasch and carried on voice vote to consider Items 1 through 9 on the Meeting Agenda as a consent agenda.

RESOLUTION by Mrs. Walker, seconded by Mrs. Brasch and carried on unanimous roll call, to approve Items 1 through 9.

- 1. Treasurer's Report May

RESOLUTION to accept the Treasurer's report for the month of May

- 2. Monthly Certification of Board Secretary's Report June

RESOLUTION to accept the report for the month of June

- 3. Bill Payment

RESOLUTION to approve payment of bills and claims for the month of June as approved at the June 24, 2015 meeting in the amount of \$113,935.83

- 4. 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 (list to be provided at meeting):

AMOUNT	FROM	TO
\$ 320	11-000-216-100-00-0 sly related srvcs	11-000-213-100-01-0 Salary nurses
\$ 1,435	11-213-300-02-0 othr med srvcs	11-000-213-100-01-0 Salary nurses
\$ 46	11-000-216-100-01 sly ESY	11-000-216-600-00-B Supplies
\$ 9,100	11-000-218-104-00-0 guidance	11-000-219-104-00-0 Salary CST
\$ 4,018	11-000-216-100-00-0 sly related srvcs	11-000-219-104-00-0 Salary CST
\$ 130	11-000-222-177-00-0 slry tech co-ord	11-000-222-105-00-0 slry lib clrk

\$ 1,026	11-000-222-100-00-0 sly librarians	11-000-222-177-01-0 Salary Ed Systems
\$ 6,420	11-000-217-100-00-0 sly spec aides	11-000-223-320-00-D Consultant fees
\$ 343	11-000-222-600-01-S library bks	11-000-223-500-01-D seminar fees
\$ 1,000	11-000-222-600-03-S A/V Materials	11-000-223-500-01-D seminar fees
\$ 2,655	11-000-240-105-01-0 sly secretary	11-000-230-331-00-0 Legal fees
\$ 1,579	11-000-240-103-00-0 sly principal	11-000-230-530-01-0 telephone
\$ 690	11-000-230-590-05-0 trvl reimburse	11-000-230-590-06-0 advertising fees
\$ 77	11-000-221-104-03-0 innov supplies	11-000-230-610-00-0 supplies
\$ 202	11-000-240-105-01-0 sly secretary	11-000-240-105-03-0 sub secretaries
\$ 282	11-000-221-104-03-0 innov supplies	11-000-240-600-01-S supplies ofc
\$ 332	11-000-221-104-03-0 innov supplies	11-000-240-600-02-K supplies ofc
\$ 634	11-000-251-592-02-0 trvl reimburse	11-000-251-330-00-0 purch services
\$ 11,964	11-000-262-620-01-0 electricity	11-000-261-420-01-M maint of grounds
\$ 3,590	11-000-262-100-03-0 sly lunch aides	11-000-262-100-02-0 sly PT/OT custodians
\$ 2,023	11-000-262-490-03-0 lease/purch	11-000-262-300-00-0 srvc/maint agreemnt
\$ 2,898	11-000-262-490-03-0 lease/purch	11-000-262-420-02-0 tech ass't salary
\$ 251	11-000-221-104-03-0 innov supplies	11-000-262-610-00-M supplies
\$ 2,157	11-000-262-100-01-0 sly custodians	11-000-266-100-00-0 security
\$ 28	11-000-262-100-03-0 sly lunch aides	11-000-266-200-00-0 security _FH
\$ 164	11-000-270-505-00-0 school choice trans	11-000-270-512-02-0 Extr curr trans
\$ 961	11-000-270-512-01-0 field trip trans	11-000-270-512-02-0 Extr curr trans
\$ 13,593	11-000-262-620-02-0 gas	11-000-270-513-01-0 private school trans
\$ 3,481	11-000-270-512-01-0 field trip trans	11-000-271-515-00-0 spec ed trans
\$ 22,343	11-000-291-270-01-0 dental benefits	11-000-291-220-02-0 SS PERS
\$ 9,260	11-000-291-270-00-0 health benefits	11-000-291-220-02-0 SS PERS
\$ 3,457	11-000-291-270-03-0 personal day comp	11-000-291-220-02-0 SS PERS
\$ 9,503	11-000-262-100-01-0 sly custodians	11-000-291-220-02-0 SS PERS
\$ 5,760	11-000-291-270-05-0 attendance comp	11-000-291-270-04-0 tuition reimburse
\$ 38,958	11-130-100-101-01-0 sly gr 6-8	11-120-100-101-01-0 salary gr 1-5
\$ 4,287	11-130-100-101-01-0 sly gr 6-8	11-120-100-101-02-0 sly sub 1-5
\$ 1,356	11-130-100-101-01-0 sly gr 6-8	11-130-100-101-02-0 sly sub 6-8
\$ 165	11-130-100-101-01-0 sly gr 6-8	11-150-100-101-00-0 sly home instruction
\$ 2,311	11-190-100-800-02-K test scoring	11-190-100-106-01-0 special prog comp
\$ 487	11-190-100-800-01-0 field trip fees	11-190-100-106-02-0 sly tchr lunch aides
\$ 1,113	11-000-221-104-03-0 innov supplies	11-190-100-610-01-S supplies
\$ 17,043	11-190-100-270-00-0 health benefits	11-190-100-610-02-K supplies
\$ 1,164	11-000-221-104-03-0 innov supplies	11-190-100-640-01-S txtbks S
\$ 796	11-000-221-104-03-0 innov supplies	11-190-100-640-02-K txtbks K
\$ 1,310	11-190-100-800-04-K student awards	11-190-100-800-03-0 camp rental
\$ 663	11-213-100-101-00-0 sly res center	11-204-100-101-02-0 sly subs
\$ 3,517	11-000-217-100-00-0 sly spec aides	11-204-100-106-00-0 sly aides
\$ 136	11-204-100-610-00-B supplies	11-204-100-106-01-0 sly ESY
\$ 103	11-215-100-101-00-0 sly PSD	11-215-100-101-02-0 subs PSD
\$ 3,381	11-000-261-100-01-0 sly maintenance	11-402-100-100-00-0 sly athletics
\$ 2,550	11-401-100-100-00-0 sly co-curr	11-402-100-100-00-0 sly athletics
\$ 2,990	11-402-100-800-00-0 othr objects	11-402-100-100-00-0 sly athletics
\$ 14,990	12-000-400-390-00-0 othr purch srv	12-000-260-730-00-0 equipment plant

5. Bill Payment – July

RESOLUTION to approve payment of bills and claims for the month July in the amount of \$665,971.48.

6. Monthly Certification of Budgetary Major Account/fund Status

RESOLUTION to certify Budgetary Major Account/Fund Status Report for the month of July 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

7. District Taxes

RESOLUTION to request the Borough Administrator to transfer \$1,000,000 in tax levy due to the Board of Education in August.

8. 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	COST	LOCATION	MILES
8/03-06, 2015	Cheryl Cuddihy	Marzano New	\$349	Englishtown, NJ	38 mi. ea. daily
	Kevin Davis	Administrator Observer	\$349		
	Kathleen Elgrim	Academy	\$349		
8/3-7, 2015	Courtney Donovan	Teachers College August Writing Institute	\$825	New York, NY	\$55/day
8/10/15	Kathleen Elgrim	Legal One Training	\$150	Monroe Twp., NJ	49
8/10/15	Chris Aviles Patrice Horan Christopher Stephan June Sustick	Google NY Lesson Plan Jam	-	New York, NY	-
8/10-14, 2015	Amanda Durborow	Teachers College	\$825	New York, NY	\$55/day \$55/day
	Gwen Prendimano	August Reading Institute	\$825		
8/13/15	June Sustick	K-12 Maker Education Conference	\$150	Rutgers Univ. Piscataway, NJ	70
8/13-14/15	Chris Aviles Kathleen Smith	K-12 Maker Education Conference	\$275	Rutgers Univ. Piscataway, NJ	70
8/18 & 20, 2015	Jacqueline Adase Christopher Beattys Meg Bozzone Nicole Bryant Kevin Burke Jessica Data William Dodich Amanda Durborow Melissa Gibson	Monmouth County Curriculum Consortium (MC3) Summer Institute for Teachers	\$149 each	Matawan Reg. HS Aberdeen, NJ	

	Norma Higham Stephanie Homyak Dina Lippey Nicholas Napolitano Corinne Piotrowski Gwen Prendimano Allison Russoniello Kathleen Smith	(New Teacher Orientation)			
8/21/15	Cheryl Cuddihy Morgan Bufano Rose Ann LaBrocca Corinne Piotrowski Ruth Rapkin June Sustick	Count Basie & Kennedy Center for the Arts presents Randy Barron-Integration of Dance & Movement into Class	N/A	Red Bank, NJ	N/A
10/14/15	Judith Miller	Annual NJAAP School Health Conference	\$175	Somerset, NJ	72
10/23-26, 2015	Valery Petrone	Association of School Business Officials (ASBO) International Annual Meeting	\$695 Reg. \$690 Hotel \$325 Flight	Grapevine, TX	-

9. Application and Acceptance of Federal Grants

a. IDEA

RESOLUTION to authorize the submission of the IDEA application for the fiscal year 2016 and to accept the grant award upon subsequent approval of the applications. B-\$210,427 and Preschool \$7,127

b. NCLB

RESOLUTION to authorize the submission of the NCLB application for the fiscal year 2016 and to accept the grant award upon subsequent approval of the applications. Title I \$15,435 Part IIA \$17,037

C. Education – *Mr. Ribon reported*

- Ongoing curriculum revision & development
- District goals announced at August meeting

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

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

MOTION by Mrs. Brasch, seconded by Mrs. Walker and carried on voice vote to move items 1 and 2 as a consent agenda

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

RESOLUTION to approve items 1 and 2.

1. Professional Staff

a. Appointments

1. RESOLUTION to appoint Jacqueline Adase as a literacy teacher for the 2015-2016 school year. FTE = 1.0, Step 2BA, \$51,898
AA Brookdale Community College, English/Education
BA Georgian Court University, Education
 2. RESOLUTION to appoint Meg Bozzone as a Spanish teacher for the 2015-2016 school year. FTE = 1.0, Step 1MA, \$53,793
M.A. Middlebury College, Spanish
 3. RESOLUTION to appoint Jessica Data as an art teacher for the 2015-2016 School year. FTE = 1.0, Step 6BA+15, \$55,733
B.A. William Paterson University, Art Education
 4. RESOLUTION to appoint Melissa Gibson as a part-time kindergarten teacher for the 2015-2016 school year. FTE = .66, \$36,160
BS West Chester University, Elementary Education
MA, Arkansas State University, Education for Special Education P-4
 5. RESOLUTION to appoint Stephanie Homyak as a replacement literacy teacher effective on or about September 1, 2015 for the 2015-16 school year. FTE = 1.0, Step 1, \$51,393
B.S. The College of New Jersey, Early Childhood Education./English
 6. RESOLUTION to appoint Dina Lippey as a replacement teacher for Tara Mattison from September 1, 2015 until on or about November 30, 2015. FTE = 1.0, Step 1MA, \$53,793
B.A. Rutgers University Sociology;
M.A. Teachers College, Columbia University, Elementary Inclusive Education
 7. RESOLUTION to appoint Kathleen Smith as a technology/math teacher for the 2015-2016 school year. FTE = 1.0, Step 1BA, \$51,393
B.S. The College of New Jersey, iSTEM Elementary Education
 8. RESOLUTION to appoint Loreal Zarza as a replacement teacher for Tara Barnett for the 2015-2016 school year. FTE = 1.0, Step 1BA, \$51,393
B.A. Montclair State University, Family & Child Studies
Currently enrolled in Kean University Masters Program, Special Education
- b. Rescission
- RESOLUTION to rescind the appointment of Sarah Young as a special education replacement teacher for the 2015-2016 school year.
- c. Resignation
- RESOLUTION to accept the resignation, with regret, of Maria Caffrey effective June 30, 2015.
2. Support Staff
 - a. Appointments
 1. RESOLUTION to appoint Jennifer Allen as an Instructional Assistant for the 2015-2016 school year. \$20/hour

2. RESOLUTION to appoint Karen Farawell as a Paraprofessional for the 2015-2016 school year. \$15/hour
3. RESOLUTION to appoint Kathleen Hadley as a 12-month Secretary in the special services office effective on or about August 15, 2015 through June 30, 2016. \$40,976 pro-rated
4. RESOLUTION to appoint Lynne Myerson as an Instructional Assistant for the 2015-2016 school year. \$20/hour (50% to be paid by Shrewsbury BOE)
5. RESOLUTION to appoint Elsa VanCleve as a paraprofessional for the 2015-2016 school year. \$15/hour (Salary paid by Rumson)
6. RESOLUTION to reappoint the following as lunchtime aides for the 2015-2016 school year.
 - Connie Calandriello \$15.00/Hour
 - Ann Dupree \$13.00/Hour
 - Myra Garvansites \$14.50/Hour
 - Erin Gotch \$12.75/Hour
 - Joan Gross \$15.25/Hour
 - Christine Howard \$18.50/Hour
 - Josephine Menna \$16.25/Hour
 - Kathleen Misciagna \$17.00/Hour
 - Beverly Parker \$12.25/Hour
7. RESOLUTION to reappoint Frank Litriello as Sickles Security Guard, \$20/hour
8. RESOLUTION to reappoint the following part-time library aides for the 2015-2016 school year:
 - Lynda Johnston - \$8,208
 - Elizabeth Schwartz - \$7,672

b. Rescission

RESOLUTION to rescind the appointment of Kelly Schlosser, Instructional Assistant for the 2015-2016 school year.

E. Operations – *Chairperson, Mrs. Brasch*

RESOLUTION by Mrs. Brasch, seconded by Mrs. Walker and carried on unanimous roll call to approve the action of the Business Administrator in awarding a contract to the SJTP Co-operative for the Gymnasium floor replacement (approximately 5,675 ft) in the amount of \$73,129.

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

▪ **Committee held their monthly meeting on July 20, 2015**

1. As per Fair Haven Board of Education Bylaw 0131, this shall be considered the second reading of the following Regulation:

R2464 Gifted & Talented Pupils

2. Policy Adoption

MOTION by Mr. Padula, seconded by Mrs. Coleman and carried on voice vote to adopt Regulation 2464 Gifted & Talented Pupils.

G. President's Report –

- Board Retreat Part I happened
- CSA evaluation – please complete
- Part II August 10 7pm
- August 19 meet & greet Scott 6:30 pm

XI. Business Administrator's Report – Petitions are due

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
 - Susan Sorenson, 34 Clay Street, please address the drop off at Sickles School. Committee meeting.
 - Suzanne McCabe, 67 Lewis Point Road, ASBO, questioned BA's attendance, the Howell Candidates and Goal setting
 - Carlie Jakub, 3 Dana Ct., questioned an article in the Rumson Patch, quality of teachers and why aren't we there. What update on strategic planning? What is the evaluation process?
 - Shiela Tice, 69 Princeton Road, goal setting meeting, workshop model and closed doors

XIII. Correspondence

R&K Colburn; S McCabe; T&M Ryan; NJSBA

XIV. New Business

XV. Adjournment to Closed Session

MOTION by Mr. Mancuso, seconded by Mrs. Brasch and unanimously carried on voice vote to adjourn to Closed Session at 7:52 PM. Session to last no more than 60 minutes.

The Board adjourned to closed session for the purpose of discussing personnel and matters of litigation.

XVI. Return to Open Session

XVII. Adjournment

MOTION by Mr. Mancuso, seconded by Mrs. Brasch and unanimously carried on voice vote to adjourn at 8:24 PM.

Valery Petrone, Board Secretary