

# 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 will be held on Thursday, March 19, 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
<input checked="" type="checkbox"/> Mrs. Saad	<input checked="" 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 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 checked="" type="checkbox"/> Cheryl Cuddihy, Principal	<input checked="" type="checkbox"/> Kevin Davis, Principal
<input checked="" type="checkbox"/> Kathy Elgrim, Supervisor	<input checked="" type="checkbox"/> Mari Ann Pepe, Supervisor
<input checked="" type="checkbox"/> Ellen Spears, Director	<input checked="" type="checkbox"/> Chris Aviles, Coordinator
<input checked="" type="checkbox"/> Pat Young, Coordinator	

V. 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.

VI. Recognition of Visitors

VII. Consideration of Minutes

MOTION by Mr. Mancuso, seconded by Mr. Bernstein and carried on voice vote to accept the minutes of the February 25, 2015 Regular Meeting

VIII. Superintendent's Report

A. Enrollment	<b>SICKLES</b>	<b>KOLLWOOD</b>	
	Pre-K 29	4	110
	K 71	5	143
	1 108	6	119
	2 107	7	110
	<u>3 103</u>	<u>8</u>	<u>112</u>
	<b>418</b>	<b>594</b>	<b>Total: 1012</b>

B. Fire Drills

Sickles - 3/19, 10:45 a.m.  
Knollwood

C. Security Drills

Sickles 3/9; 1 PM; lockdown  
Knollwood 3/18, 2:35 PM; lockdown

D. Harassment Intimidation and Bullying Report

MOTION by Mr. Spector seconded by Mr. Bernstein and carried on voice vote to accept the Harassment, Intimidation and Bullying Report from February 2015.

E. Long Range Planning Update

- Meetings with community stakeholders
  - Mr. Ribon thanked the board members and community for their input
  - The next Senior citizen meeting will be scheduled late April

F. School Community Update

- PARCC - Chris Aviles presented the highlights and shared some data he gathered from the students perspective-
  - 80% was said to be reflective of their work in class.
  - 52% enjoyed taking the test on line.
  - The testing went so well we have been asked to write articles on our success
  - Third graders are finishing tomorrow which is ahead of schedule

- Knollwood Gym Floor – we continue to work on solutions
- PTA Vegas Night-Was a successful and fun event
- Superintendent’s Chat-
  - About 25 members attended the discussion on budget process and planning success
- innovateNJ-
  - We have been accepted into 2<sup>nd</sup> cohort. We will be paired with a struggling district to mentor them.

#### G. Staff Attendance Data – February 2015

<b>EMPLOYEE CATEGORY</b>	<b>Amount of Staff</b>	<b>Total Possible Days</b>	<b>Total Absences</b>	<b>Attendance Percentage</b>
<b>Administrators</b>	8	136	3.5	97.5
<b>Teachers</b>	102	1641	65	96.0168
<b>Aides</b>	26	442	21	95.2
<b>Secretaries</b>	8	136	8	94.1
<b>Custodians</b>	9	180	8.5	95.3
<b>Coordinators</b>	2	34	1	97.1
<b>TOTAL</b>	155	2569	107	95.9

#### H. Student Attendance Data – February 2015

<b>GRADE</b>	<b>Amount of Students</b>	<b>Total Possible Days</b>	<b>Total Absences</b>	<b>Attendance Percentage</b>
<b>Pre-Kinder.</b>	29	493	16.5	96.62
<b>Kindergarten</b>	71	1207	41.5	96.56
<b>First</b>	108	1836	75.0	95.92
<b>Second</b>	107	1819	68.0	96.26
<b>Third</b>	103	1751	63.5	96.37
<b>TOTAL</b>	418	7106	264.5	96.28

<b>Fourth</b>	110	1870	101.5	94.57
<b>Fifth</b>	143	2431	172.0	92.92
<b>Sixth</b>	119	2023	103.0	94.91
<b>Seventh</b>	110	1870	103.0	94.49
<b>Eighth</b>	112	1904	109.5	94.23
<b>TOTAL</b>	594	10098	589	94.16

#### I. Update on Schools – Principal Cuddihy & Principal Davis

##### Principal Davis – Knollwood School-

- Recognition of Spelling Bee Champions – Mr. Davis explained about the spelling bee, and the winners were presented with certificates and will be treated to lunch
- The Washington trip was a success, other than an issue with the bus
- Lester Leminak, visiting author, came Tuesday night for parents

- Monday, Jazz combo recited
- Thursday, March 26 is March Madness
- Tri District concert was 3/7/15 at RFH

Principal Cuddihy – Sickles School-

- Read Across America – was a great success, many guest readers came to visit and read for the students
- VIP Luncheon- a Sickles tradition was well received
- PARCC is this week
- Lester Laminack, author, will be visiting Sickles

Graduation – 8<sup>th</sup> Grade

- Graduation has been moved from Tuesday, 6/16 to Thursday, 6/18

IX. Committee Reports

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

▪ **Committee held their monthly meeting on March 9, 2015**

1. Reports

- a. Committee Report – discussion items
  - Solidify Stakeholders
  - Questionnaire
- b. Regional High School Board of Education Meeting(s) –no report
- c. PTA
  - Mrs. Lucci reported on all the wonderful activities planned for students & staff in the coming months
  - Earth Day observance – there will be some ground beautification at Knollwood School
- d. Education Foundation – no report
- e. Booster Club – Erin Simpson reported,
  - March Madness is next week March 26.

B. Finance – *Chairperson, Mrs. Walker*

▪ **Committee held their monthly meeting on March 18, 2015**

MOTION by Mrs. Walker, seconded by Mr. Spector and carried on voice vote to consider Items 1 through 7 on the Meeting Agenda as a consent agenda.

RESOLUTION by Mrs. Walker, seconded by Mr. Bernstein and carried on unanimous roll call vote, to approve Items 1 through 7 with Mr. Padula abstaining from PO # 15001689 and Mrs. Saad abstaining from Item #7.

1. Treasurer's Report

RESOLUTION to accept the Treasurer's report for the month of January.

2. Monthly Certification of Board Secretary's Report

RESOLUTION to accept the report for the month of February.

## 3. Bill Payment

RESOLUTION to approve payment of bills and claims for the month of March in the amount of \$325,880.93.

## 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 Under appropriated accounts to address deficits in the latter accounts

Amount	FROM	TO
\$ 250	11-000-213-100-03-0 ESY sly nurse	11-000-100-566-00-0 tuition private schools
\$ 175	11-000-223-320-00-D consultant fees	11-000-223-500-02-D trvl reimbursement
\$ 3,000	11-000-230-530-02-0 postage	11-000-230-530-01-0 communication
\$ 50	11-000-240-103-00-0 sly principals	11-000-240-500-02-S trvl reimbursement
\$ 500	11-000-240-103-00-0 sly principals	11-000-240-600-01-S ofc supplies
\$10,000	11-000-262-100-03-0 sly lunch aides	11-000-262-420-02-0 tech tech sly
\$ 3,600	11-000-291-241-00-0 PERS annual oblig	11-000-270-513-01-0 private sch join
\$ 3,500	11-130-100-101-01-0 sly GR 6-8	11-120-100-101-02-0 sly sub tchrs 1-5
\$ 910	11-213-100-101-00-0 sly res cntr	11-204-100-101-02-0 sly sub tchrs LLD
\$ 210	11-215-100-101-00-0 sly PSD	11-215-100-101-02-0 sly subs PSD

## 5. Monthly Certification of Budgetary Major Account/fund Status

RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call to certify Budgetary Major Account/Fund Status Report for the month of March 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.

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Valery Petrone, Board Secretary

## 6. 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
3/20/15	Beth Keefe	10 <sup>th</sup> Annual ABA Conference	\$150	Bridgewater, NJ	N/A
4/24/15	Kristen Burghart	NJALC 50 <sup>th</sup> Anniversary Celebration & Spring Conference 2015	\$30	Princeton, NJ	84.6

## 7. Tentative Budget 2015-2016

**BE IT RESOLVED** that the tentative budget be approved for the 2015-2016 School Year using the 2015-2016 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

**GENERAL      SPECIAL      DEBT**

	<u>FUND</u>	<u>REVENUES</u>	<u>SERVICE</u>	<u>TOTAL</u>
<b>2015-16 Total Expenditures</b>	14,702,723	152,896	882,118	15,737,737
<b>Less: Anticipated Revenues</b>	<u>1,731,283</u>	<u>152,896</u>	<u>53,968</u>	<u>1,938,147</u>
<b>Taxes to be Raised</b>	<u>12,971,440</u>	<u>0</u>	<u>828,150</u>	<u>13,799,590</u>

And to advertise said tentative budget in the Asbury Park Press in accordance with the form suggested by the State Department of Education and according to law; and

### **Capital Reserve Account Withdrawal Knollwood School Roof Project ROD Grant**

RESOLVED that the Fair Haven Board of Education requests the approval a capital reserve withdrawal in the amount of **\$553,807**. The district intends to utilize these funds for the roof replacement at the Knollwood School . ROD Grant 1440-050-14-1003-G04

### **Travel and Related Expense Reimbursement**

WHEREAS, the Fair Haven Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.3 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A-7.3 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$20,000 for all staff and board members.

WHEREAS, the Fair Haven Board of Education established \$20,000 as the maximum travel amount for the current school year and has expended \$8,122 as of this date; now

BE IT FURTHER RESOLVED, that a public hearing be held Wednesday, April 29, 2015, at the Knollwood Media Center on Hance Rd, Fair Haven New Jersey at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2014-2015 School Year.

8. Settlement Agreement

RESOLUTION by Mrs. Walker, seconded by Mr. Spector and carried on unanimous roll call vote to approve a Settlement Agreement on behalf of student #6640713261 (EDS 2015-22096) in the amount of \$35,000 per year for the 2014-2015, 2015-2016, 2016-2017 and 2017-2018 school years, as per the terms and agreements recommended by our counsel.

C. Education – *Chairperson, Mr. Spector*

▪ **Committee held their monthly meeting on March 18, 2015**

1. Field Trips

RESOLUTION by Mr. Spector, seconded by Mr. Bernstein and carried on unanimous roll call vote to approve the following field trips:

Date	Teacher(s)	Grade	Destination	Cost
4/10/15	McCarthy	6, 7, 8	Freehold Raceway Mall	Bus: \$195 Students Pay: \$15
5/14/15	Leahey	K	Count Basie Theatre	Bus: \$360 Tickets: \$783 Students Pay: \$18
5/15/15	Maguire/ Flood Goode Boccino Piotrowski/Raibick Spano	2	Sandy Hook	Bus: \$900 Program: \$1,125 Students Pay: \$20

a. Mrs. Elgrim & Mr. Aviles presented the Power School portal rollout

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

▪ **Committee held their monthly meeting on March 18, 2015**

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

MOTION by Mrs. Brasch, seconded by Mr. Padula and carried on voice vote to consider Items 1 through 5 on the Meeting Agenda as a consent agenda.

RESOLUTION by Mrs. Brasch, seconded by Mr. Bernstein and carried on unanimous roll call vote, to approve Items 1 through 5.

1. Professional Staff

a. Appointments

1. RESOLUTION to approve the action of the Superintendent appointing Kevin Burke as a special education teacher effective March 2, 2015 to the end of the school year. \$254/per diem  
B.A. W. Virginia University; Certification Georgian Court University

2. RESOLUTION to appoint William Dodich as a mathematics replacement teacher (T. Cook) effective June 1, 2015 to the end of the school year.  
\$254.47/per diem  
B.A. West Chester University (PA), Mathematics
3. RESOLUTION to appoint William Dodich as a mathematics replacement teacher (T. Cook) for the 2015-2016 school year. FTE= 1.0 - \$51,393 (Step 1BA); B.A. West Chester University (PA), Mathematics
4. RESOLUTION to approve the appointment of Corinne Piotrowski as a part-time Kindergarten Teacher for the 2015-2016 school year. FTE= .66 - \$33,919 (Step 1BA)  
BA, Rider University/Elementary Education and American Studies
5. RESOLUTION to approve the appointment of Nicole Freitas as a Replacement Teacher (J. Supko) for the 2015-2016 school year. FTE= 1.0 - \$51,393 (Step 1BA)  
B.A. Monmouth University, English/Special Education

b. Resignation

RESOLUTION to accept the letter of resignation from Randy Flaum, LDTC, effective May 12, 2015, with regret.

2. Support Staff

a. Salary Revision

RESOLUTION to revised the salary of Valerie Herman, paraprofessional, to reflect an increase in her daily hours (from 5  $\frac{3}{4}$  to 6  $\frac{1}{4}$  ) effective March 2, 2015.  
\$15/hour

b. Resignations

1. RESOLUTION to accept the resignation of Franci Markarian, paraprofessional, effective March 27, 2015.
2. RESOLUTION to accept the resignation of Stephanie Souza, instructional assistant, effective March 27, 2015

c. Appointment

RESOLUTION to appoint Melissa Diamond as an instructional assistant effective on or about April 6, 2015 pending approval of her criminal history review by the State Department of Education. \$15/hour

3. Substitute Teacher/Nurse Appointments

RESOLUTION to approve the following substitutes for the 2014-2015 school year pending receipt of proper substitute certification.

William Dodich, Substitute Teacher  
Amy Mannino, Substitute School Nurse



## 4. Baseball Coach

RESOLUTION to approve the appointment of Joseph Novellino as the 2015 Knollwood baseball coach pending approval of his criminal history review by the State Department of Education. - \$2,625

## 5. Summer Staff Appointments

- a. RESOLUTION to appoint the following staff for the 2015 ESY Program (June 29 to August 8, 2015)

**Professional Staff**

Jackie Diez, speech – \$48/hour, not to exceed 108 hours  
 Nancy Gennusa, teacher – \$48/hour, not to exceed 60 hours  
 Nicole Green, social worker – \$48/hour, not to exceed 6 hours  
 Beth Keefe, BCBA – \$100 per hour, not to exceed 35 hours  
 Judy Miller, nurse – \$48/hour, not to exceed 60 hours  
 Nora Navarro, nurse – \$48/hour, not to exceed 60 hours  
 Domenica Oliveira, teacher – \$48/hour, not to exceed 123 hours  
 Rose Raibick, teacher – \$48/hour, not to exceed 96 hours  
 Marylou Smerecznik, occ. therapist – \$48/hour, not to exceed 108 hours  
 Katrina Snyder, teacher – \$48/hour, not to exceed 123 hours  
 Sibel Zantai, physical therapist – \$70/hr, not to exceed 108 hours

**Support Staff**

Morgan Bufano, inst. assistant – \$20/hour, not to exceed 120 hours  
 David DeMola, inst. assistant - \$20/hour, not to exceed 120 hours  
 Karen Florio, inst. assistant – \$20/hour, not to exceed 120 hours  
 Nicole Freitas, paraprofessional – \$15/hour, not to exceed 60 hours  
 Nicole Green, inst. assistant – \$20/hour, not to exceed 120 hours  
 Laura Jensen, inst. assistant – \$20/hour, not to exceed 120 hours  
 Joan Kingdon, paraprofessional – \$15/hour, not to exceed 96 hours  
 Tina Marie Loria, inst. assistant – \$20/hour, not to exceed 120 hours  
 Laurie Morales, inst. assistant – \$20/hour, not to exceed 120 hours  
 Nyssa Schlem, inst. assistant – \$20/hour, not to exceed 120 hours  
 Lori Valentine, paraprofessional – \$15/hour, not to exceed 60 hours  
 Alison Distefano, inst. assistant – \$20/hour, not to exceed 120 hours \*  
 \*Paid by Rumson SD  
 Cindy Donahue, inst. assistant – \$20/hour, not to exceed 120 hours \*  
 \*Paid by Middletown Twp. SD

- b. RESOLUTION to appoint the following staff for the 2015 2-Week Transition Program (July 27 to August 6)

Nancy Gennusa, teacher – \$48/hour, not to exceed 24 hours

- c. RESOLUTION to appoint the following CST staff for July & August 2015

Ashley Goral, school psychologist – \$279.94/day, not to exceed 7 days  
 Nicole Green, social worker – \$276.42/day, not to exceed 6 days

E. Operations – *Chairperson, Mrs. Brasch*

- **Committee held their monthly meeting on March 9, 2015**
  - a. Gym Floor – as stated earlier we continue to examine solutions
  - b. Kudos to staff on clean up after the numerous snow events

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

- **Committee held their monthly meeting on March 16, 2015**

MOTION by Mr. Bernstein, seconded by Mr. Padula and carried on voice vote to consider Items 1 through 2 on the Meeting Agenda as a consent agenda.

RESOLUTION by Mr. Bernstein, seconded by Mr. Padula and carried on unanimous roll call vote to approve Items 1 through 2.

1. Policy Renumbering

MOTION to Renumber Policy 4211 (Attendance) to Policy 4212 (Attendance)  
Rationale: Policy Guide 4211 has been renumbered to 4212 for consistency between the 3000s and 4000s.

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

- P 3212 – Attendance
- P 4212 – Attendance (formerly P4211)

G. President's Report

Mr. Mancuso touched on the following topics:

- a. Vegas night was fabulous
- b. Budget meeting , please come out
- c. Read Across America
- d. PARCC – going incredibly well
- e. Thank you Tracey Rehder for her service

X. Business Administrator's Report

- April Public Budget Meeting
- April BOE Meeting Date Change – April 29, 6 PM Public Hearing followed by the board meeting at 7:00 PM

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

Lauren Steets, 36 Highland Avenue, questioned the display of the marking period dates listed on the website.

XIII. Correspondence

- C. Marxen
- T. Rehder

XIV. New Business

- Mr. Ribon mentioned the Board should be looking towards setting dates to develop Board goals in July and August

XV. Adjourn

MOTION by Mr. Mancuso, seconded by Mr. Bernstein and unanimously carried on voice vote to adjourn to at 8:45 PM

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Valery Petrone, Board Secretary