

FAIR HAVEN BOARD OF EDUCATION

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2016-17 BOARD OF EDUCATION GOALS

- Goal 1: Continue to develop and communicate progress toward a comprehensive facilities referendum.
- Goal 2: Implement and support a District Strategic Plan.
- Goal 3: Continue to improve communications and foster community relations.

2016-17 DISTRICT GOALS

- Goal 1: Conduct a full curriculum audit in the areas of Language Arts, Math, and Science to ensure the District is fully prepared to adopt and implement new curriculum based on the New Jersey Student Learning Standards in these major content areas for the 2017-18 School Year.
- Goal 2: Expand our commitment to the collection and analysis of data to foster meaningful actionable feedback to students, along with an ongoing informative communication with parents/guardians.
- Goal 3: A continued cultivation and sustainment of opportunities for technology integration to enhance student engagement, data collection, improved instruction and authentic student work.
- Goal 4: Continue the expansion of the articulation and professional collaboration with the Rumson Elementary and Rumson-Fair Haven Regional High School districts to sustain a culture of sharing and learning among all stakeholders to specifically support curriculum enhancements as well as student health and wellness.
- Goal 5: Improve communication with our school community across all levels.

NOTICE OF REGULAR MEETING

The Regular Meeting of the Fair Haven Board of Education was held on Wednesday, May 24, 2017 at 1:30 P.M. in the APR on Hance Road.

AGENDA

- I. Call to Order by the President – Mr. Jack Cusick called the meeting to order
- 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:

[x] Mrs. Buckley

[x] Mrs. Coar

[x] Mrs. Coleman

[x] Mrs. D'Angelo

[x] Mrs. Halcrow

[x] Mrs. Jakob

[x] Mrs. Lang

[x] Mr. Padula

[x] Mrs. Saad left @ 2pm

Absent: None

Others Present:

[x] Sean McNeil, Superintendent

[x] Val Petrone, Business Admin/BOE Secretary

[x] Cheryl Cuddihy, Principal

[x] Amy Romano, Principal

[x] Kathy Elgrim, Supervisor

[x] Scott Kiewe, Director

[x] Chris Aviles, Coordinator

[x] 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

Student Council - Mr. McNeil administered the oath of office to the Student Council "Shadow" board members.

2017 Softball Team – Lily Zager & Superintendent McNeil lauded the team as they won their division. Certificates were awarded by Superintendents McNeil and Zager and Board President Mr. Padula

VII. Consideration of Minutes

MOTION by Mrs. Coleman, seconded by Mrs. Lang and carried on voice vote to accept the minutes of the Regular meeting of April 26, 2017, with Mrs. Jakub abstaining.

MOTION by Mrs. Coleman, seconded by Mrs. Saad and carried on voice vote to accept the minutes of the Public Hearing of April 26, 2017

Note correction to RESOLUTION authorizing 2017-2018 budget the adjustment amounts were listed incorrectly. The total of 221,592 is correct the breakdown should have read:

Health Benefit Adjustment of	\$150,488
Enrollment Adjustment of	\$ 71,104

VIII. Superintendent's Report – Mr. McNeil & Ms. Zager

A. Enrollment	SICKLES	KNOLLWOOD	
Pre-K	28	4	111
K	69	5	112
1	107	6	108
2	109	7	137
3	117	8	123
	430	591	Total: 1021

B. Fire Drills

Sickles	5/08, 9:49 A.M.
Knollwood	TBD

C. Security Drills

Sickles	5/11, 2:00 P.M. Extended Evacuation - Bomb
Knollwood	5/22, 8:30 A.M. Lockdown

D. Harassment Intimidation and Bullying Report

MOTION by Mrs. Coleman, seconded by Mrs. Buckley and carried on voice vote to accept the Harassment, Intimidation and Bullying Report from April 2017.

E. School Community Update –

- A Math Coffee Chat will be held tonight @ 6:30pm and tomorrow @ 9:30am
- McCarter Park will close to repair the grass and restore the “health” of the park for future use. We have formed a team that will meet with the Borough to develop a usage plan for the school to meet the children’s needs while attempting to “rest” certain areas of the park throughout the year.
- NJASK- Science test next Wednesday for 4-8 grades
- PARCC testing went well and we hope to have our results sometime in August and will look to share them with the community at our October 2017 BOE meeting
- There have been many wonderful events over the past month:
 - Bike and Transportation Safety open house at Borough Hall
 - Detective Schneider’s promotion ceremony to rank of Sergeant for FHPD
 - Art day at Sickles
 - Mother’s Day tea
 - School plays
 - Baseball games
 - Spring Concert
 - The Special Olympics were unfortunately cancelled due to severe weather 2 weeks ago, but RFH and our district partnered last Friday to provide students with an event they deserved despite that cancellation
- The DOT will film our Transition Day to honor and recognize the community’s dedication to family, tradition, health and the importance of student safety. The producer hopes that by seeing how well this can be done other communities will try to emulate it. This is an event that we are very proud of and we are happy to share it with other communities across the State

F. Staff Attendance Data – April 2017

EMPLOYEE CATEGORY	Amount of Staff	Total Possible Days	Total Absences	Attendance Percentage
Administrators	8	108	2.0	98.1
Teachers	103	1540	75.0	95.1
Aides	30	450	12.0	97.3
Secretaries	8	120	0.5	99.6
Custodians	9	162	3.0	98.1
Coordinators	2	30	0	100.0
TOTAL	160	2410	92.5	96.2

G. Student Attendance Data – April 2017

GRADE	Amount of Students	Total Possible Days	Total Absences	Attendance Percentage
Pre-Kinder.	27	405	34.0	91.60
Kindergarten	69	1035	49.0	95.27
First	107	1605	108.0	93.27
Second	109	1635	125.5	92.32
Third	117	1755	110.0	93./73
TOTAL	429	6435	426.5	93.37

Fourth	111	1665	100.5	93.96
Fifth	112	1680	125.5	92.53
Sixth	108	1620	116.0	92.78
Seventh	137	2055	159.0	92.26
Eighth	123	1845	159.0	91.38
TOTAL	591	8865	660.0	92.54

G. Update on Schools – Principals Cuddihy & Romano

Sickles School – Mrs. Cuddihy,

- Thank you for your generosity for Kourtney Rose Foundation.
- Field Day and Transition Day are coming!

Knollwood School – Mrs. Romano,

- Armed Forces Day- We were visited by Josh Jager retired Marine Pilot
- Other events: Peer Leaders, Allergy Awareness, Spring concerts, Red Nose day, Stokes, Talent show, Field Day
- Review placements for next year

IX. Committee Reports for next year

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

▪ **Committee held their monthly meeting on revamping new website**

1. Reports

- a. Regional High School Board of Education Meeting(s) – no report
- b. PTA – grateful for support throughout the year, field days are coming
- c. Education Foundation – 5/12 – wine tasting at Nicholas raised \$11,000
- d. Booster Club – Mrs. Buckley – Grant Scholarship was won by Chloe Dotts. Her winning submission was to have clocks installed in the Knollwood hallways.
- e. Borough Council Meeting – no report

B. Finance/Operations – *Chairperson, Mrs. Saad/Ms. Manelski*

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

Items reviewed/discussed:

- Surplus spending to support curriculum for next year
- Five year tech plan
- Referendum – revisit
- Inventory of Capital resources

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

1. Bill Payment

RESOLUTION to approve payment of bills and claims for the month of May in the amount of \$372,561.63.

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:

<i>Amount</i>	<i>From</i>	<i>To</i>
\$250	11-000-100-566-00-0 tuition prv school	11-000-100-569-00-0 tuition other
\$9,050	11-000-219-104-00-0 sly CST	11-000-216-100-00-0 sly related srv
\$7,200	11-000-216-320-02-0 OT/PT ESY	11-000-216-100-00-0 sly related srv
\$300	11-000-216-600-00-B supplies	11-000-219-600-00-B supplies CST
\$52,000	11-120-100-101-01-0 sly gr 1-5	11-000-221-104-01-0 Curr Dev Comp
\$8,000	11-000-100-566-00-0 tuition prv school	11-000-221-104-01-0 Curr Dev Comp
\$12,000	11-000-221-176-00-0 Math/Lit Coach	11-000-221-104-01-0 Curr Dev Comp
\$40,000	11-190-100-270-00-0 health bens	11-000-222-300-02-0 sftwr maint
\$5,000	11-0000-262-300-00-0 srvc/maint	11-000-222-300-02-0 sftwr maint
\$15,000	11-000-222-100-00-0 sly librarians	11-000-222-300-02-0 sftwr maint
\$5,000	11-000-240-105-01-0 sly secretary	11-000-223-320-00-D consult fees
\$2,000	11-000-230-610-00-0 supplies	11-000-230-331-00-0 legal fees
\$175	11-000-221-500-00-C trvl reimburse	11-000-240-500-02-S trvl reimburse
\$2,500	11-000-251-592-03-0 printing	11-000-251-330-00-0 purch prof srvc
\$90	11-000-251-600-00-0 supplies	11-000-251-890-00-0 prof org fees
\$2,375	11-000-291-260-00-0 wrkrs comp	11-000-262-490-01-0 water/sewer
\$4,450	11-000-291-241-00-0 PERS annual	11-000-270-513-01-0 priv school trans
\$6,800	11-000-270-512-01-0 trans field trip	11-000-270-515-00-0 trans spec ed
\$750	11-000-291-270-05-0 attendance comp	11-150-100-101-00-0 sly home instr
\$10,850	11-000-262-100-03-0 sly lunch aides	11-190-100-106-02-0 sly prf lunch aide
\$787	11-000-291-270-05-0 attendance comp	11-204-100-101-02-0 sly sub LLD
\$675	11-000-291-270-05-0 attendance comp	11-402-100-100-01-0 referees
\$300	11-000-291-270-05-0 attendance comp	11-402-100-600-00-0 supplies

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 April 30, 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. 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.
5/29 to 6/2/2017	R. Cilmi	Stokes	N/A	Branchville, NJ	182
	A. Dougherty		N/A		220
	A. McCarthy		N/A		182
5/31/17	S. Krellin .	Stokes	N/A	Branchville, NJ	182
6/01/17	K. Kennedy	Wilson Reading & Language System Seminar: Foundations Level 1	\$265	Little Silver, NJ	N/A
	M. Schwartz		\$265		N/A
6/07/2017 A.M.	C. Aviles	Google Summit	N/A	Georgian Court	N/A
6/08 to 09/2017	C. Aviles	Raspberry PI Academy	N/A	Providence, RI	340
7/31 to 8/02/2017	C. Whisten	TPRS Books Workshop	\$289	Newark, NJ	270

5. Safety Grant – NJSIG

RESOLUTION to authorize the Business Administrator to submit paperwork applying for a Safety Grant to the NJSIG in the amount of \$5,398.00.

6. Tuition Rates

RESOLUTION to approve the 2017-2018 tuition rates.

Kindergarten	11,742
Grades 1-5	13,930
Grades 6-8	12,819
LLD	46,578
ABA	49,446
PSD	17,352

7. Tuition Students

- a. RESOLUTION to accept a temporary tuition student, R096 into grade 3 with tuition rate of \$13,930 pending proof of ownership.
- b. RESOLUTION to accept a temporary tuition student, R097, into kindergarten with a tuition rate of \$11,742 pending proof of ownership.

8. Out of District Placement

RESOLUTION to approve the tuition for Student ID # S048 to attend Collier Academy for the 2017-2018 school year, in the amount of 307/perdiem for 210 days for a total of \$64,470.00.

C. Education – *Chairperson, Mrs. Coleman/Ms. Ramirez*

▪ **Committee held their monthly meeting on May 17, 2017**

Mrs. Coleman reviewed numerous topics discussed

- RTI model @ Sickles School
- Math program review for recommendation of adoption
- Science grades 4/5

New 2017-2018 Innovation Lab Program grades 4-8 Presented by Chris Aviles – Mr. Aviles presented a power point on programs proposed for next school year.

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.

RESOLUTION by Mrs. Jakub, seconded by Mrs. Coar and carried on unanimous roll call vote to approve Items 1 through 2 with Mrs. Saad absent.

1. Math Programs

RESOLUTION to approve the following math program adoptions for the 2017-2018 school year:

- K-1 Investigations
- Grades 2-5 enVision 2.0
- Grades 6-8 Big Ideas

2. Institutional Review Board Proposal Approval

MOTION to approve Thomas Gambino's IRB Doctoral Project on *The Responsive Classroom* for Rutgers University Graduate School of Applied & Professional Psychology.

C. Personnel/Board Staff Relations - *Chairperson, Mrs. Buckley/Ms. Cetnar-Garrett*

Thank you to teachers and admin for all their hard work!

▪ **Committee held their monthly meeting on May 18, 2017**

RESOLUTION by Mrs. Coleman seconded by Mrs. Buckley and carried on unanimous roll call vote to approve Items 1 through 6 with Mrs. Saad absent.

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

1. Professional Staff

a. Leave of Absence

RESOLUTION to approve the request for a leave of absence from Michelle Venino effective September 5, 2017 through November 30, 2017

b. Stokes Staff

1. MOTION to approve Norma Azar as a 2017 Stokes staff member (replacing Jessica Data). \$750

2. MOTION to approve Kerry Kilbride as a 2017 Stokes parent volunteer. (replacing William Kilbride)

c. Extra-Curricular Activities

RESOLUTION to approve the following extra-curricular advisors:

Morgan Bufano- Talent Show Advisor – 10 hours

Matthew Growick – Talent Show Advisor – 10 hours

d. Appointments

RESOLUTION to appoint the following professional staff members for the 2017-2018 school year:

- Jennifer Maloney, part-time Kindergarten at Sickles School pending receipt of her certification. BA-Loyola University, 1BA, \$34,332
- Kerry Kennedy, 1st grade teacher at Sickles School. 13BA+30, \$74,268
- Alexandra Rosen, 1st grade teacher at Sickles School. BA-University of Delaware, 2BA, \$52,518
- Kate Gagliano, special education teacher at Sickles School. BA-Kean University 1BA+15, \$52,618
- Emily Hermsen, 4th grade teacher at Knollwood School. BA-Monmouth University, 1BA, \$52,018

e. Transfers

MOTION to approve the following staff transfers effective for the 2017-2018 school year:

Sue Wyckoff	from 3 rd grade Sickles School	to 4 th & 5 th grade science teacher Knollwood School
Kate Mills	from 4 th grade Knollwood School	to 3 rd grade Sickles School
Kerri Campanella	from 6-8 ABA teacher Knollwood School	to Special Education teacher Knollwood School
Nicole Bryant	from Special Education teacher Knollwood School	to 6-8 ABA teacher Knollwood School
Kevin Lydon	from PE/health teacher Knollwood & Sickles School	to PE/health teacher Knollwood School
Stephanie Homyak	from 6 th grade ELA teacher	To 5 th grade teacher Knollwood
Katie Smith	from Math Problem Solving, Innovation Lab, Media Lit at Knollwood	To Middle School Science teacher at Knollwood

f. Summer Learning Academy Staff

RESOLUTION to approve the following Summer Learning Academy staff: \$48/hour not to exceed \$1,526

Nicole Del Tin
 Marilyn Schwartz
 Kate Gagliano
 Kathleen Bayer
 Elizabeth Antonio
 Danielle Mendillo
 Courtney Speck
 Robert Talmage
 Matthew Growick
 Stephanie Homyak
 Bill Dodich
 Elsa Van Cleve
 Gabrielle Illiano
 Christopher Beattys
 Dennise O'Grady
 Norma Azar

Tara Barnett
 Kristin Goode
 Corinne Piotrowski
 Michelle Venino
 Kerry Kennedy

2. Support Staff

a. ESY

RESOLUTION to approve the following 2017 ESY staff:

Karen Farawell – paraprofessional \$15/hour
 Frank Littriello - security guard \$22/hour

b. Support Staff Reappointments

10 Month Support Staff

RESOLUTION to reappoint the following 10 month support staff for the 2017-2018 school year.

NAME		POSITION	HOURLY RATE
Brittany	Ciccarelli	instructional assistant	20.40
Aileen	Davis	part-time instructional assistant	20.40
Margaret	Dengler	part-time library aide	10.25
Alison	Distefano	instructional assistant	22.00
Cynthia	Donohue	instructional assistant	22.00
Sharon	Everett	instructional assistant	21.50
Karen	Farawell	paraprofessional	15.60
Trish	Ferretti	instructional assistant	22.00
Colleen	Fischer	instructional assistant	20.40
Michelle	Gagliardi	instructional assistant	20.40
Melissa	Hall	instructional assistant	21.50
Christina	Hearn	instructional assistant	20.40
Laura	Jensen	instructional assistant	22.00
Lynda	Johnston	part-time library aide	12.25
Joan	Kingdon	paraprofessional	27.50
Sharon	Krellin	instructional assistant	22.00
Tinamarie	Loria	part-time instructional assistant	20.80
Sarah	Lovgren	instructional assistant	20.40
Angela	McAvoy	paraprofessional	15.60
Danielle	Mendillo	paraprofessional	15.30
Kathleen	Misciagna	paraprofessional	16.50
Laurie	Morales	instructional assistant	22.00
Victoria	Mulligan	paraprofessional	15.30
Lynne	Myerson	instructional assistant	20.80
Alice	Robinson	paraprofessional	15.30
W. Todd	Schmeling	instructional assistant	20.80
Alex	Smerecznik	instructional assistant	21.50
Noreen	Stevens	paraprofessional	16.50
Lori	Valentine	instructional assistant	20.80
Elsa	VanCleve	instructional assistant	20.80

c. Appointment

RESOLUTION to approve the appointment of Sharon Krellin as an instructional assistant effective April 18, 2017. \$21.50/hour

3. Non-Affiliated Support Staff Reappointments

RESOLUTION to issue reappointment contracts to the following support staff for the 2017-18 school year.

Chris Aviles	Educational Systems Coordinator	84,678
Jacqueline Baker	Secretary to the Superintendent	76,820
Pauline Clark	P/T IT Technician	25.75/Hour
Vincent DiLeonardo	P/T IT Technician	20/Hour
Alice Littriello	Business Office Secretary	48,070
Frank Littriello	Security	23.25/Hour
Sonya Poplaski	Bookkeeper	64,333
Michael West	Maintenance	53,240
Pat Young	Technology & Network Administrator	92,632

4. Lunch Aides

a. RESOLUTION to reappoint the following lunch aides for the 2017-2018 school year:

Tina	Brendel	2,649
Carol	D'Antonio	4,758
Ann	Dupree	2,919
Myra	Garvansites	3,244
Erin	Gotch	2,865
Joan	Gross	3,352
Christine	Howard	4,109
Sarah	Mantz	2,649
Kathleen	Misciagna	2,984

5. Administrative Reappointments

a. RESOLUTION to approve the following non-tenured administrators for the 2017-18 school year:

Cheryl Cuddihy	Principal – Viola Sickles	123,095
M. Scott Kiewe	Director of Student and Special Services	123,064
Amy Romano	Principal – Knollwood	133,410

b. RESOLUTION to approve the following tenured administrators for the 2017-18 school year:

Kathleen Elgrim	Supervisor of Instructional Programs &Support	89,125
John Robbins	Supervisor of Buildings and Grounds	98,175

6. Substitute

RESOLUTION to approve Thomas Gambino as a substitute lunch aide for the remained of the school year.

E. Legislative & Policy - *Chairperson, Mrs. Halcrow/Ms. Lucci*

- **Committee did not hold a monthly meeting. Next meeting June 13.**

Mrs. Halcrow gave an overview of the workings of the policy committee

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

P0000.01 Introduction **M**
P0000.02 Introduction **M**
R0000.03 Introduction **M**
P2415.06 Unsafe School Choice Option **M**
R2460.16 Special Education Instructional Material to Blind or Print-Disabled Students Regulation **M**
P2464 Gifted and Talented Students **M**
P2622 Student Assessment **M**
P3160 Physical Examination **M**
R3160 Physical Examination **M**
P4160 Physical Examination **M**
R4160 Physical Examination **M**
P5116 Education of Homeless Children
R5116 Education of Homeless Children
P5330.04 Administering an Opioid Antidote
P7446 School Security Program
P8350 Records Retention

2. Policy Adoption

MOTION by Mrs. Lang, seconded by Mrs. Halcrow and carried on voice vote to adopt the above policies and regulations with Mrs. Saad absent.

H. President's Report – Mr. Padula/Mr. Cusick -

Thanks staff for their hard work this year and wished everyone a healthy, happy summer vacation.

X. Business Administrator's Report- Ms. Petrone/Ms. Kearns

RESOLUTION by Mrs. Coar seconded by Mrs. Coleman and carried on unanimous roll call vote to approve Items A & B with Mrs. Saad absent

A. Health Benefit Waiver

RESOLVED that the Fair Haven Board of Education, upon the recommendation of the Superintendent, approves and re-adopts a Waiver of Health Benefits Program, for every employee who submits a waiver application along with appropriate documentation and proof of coverage through another health care carrier, by June 15, 2017, effective for the 2017 – 2018 school year.

B. School Nursing Services – M-OESC

RESOLUTION to approve a contract for M-OESC to provide a Registered Nurse or Licensed Practical Nurse services at a rate of \$53/hour for an RN \$43/hour for an LPN.

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

Mrs. Bates, 234 Third Street, questioned what data staff attendance reflects

XII. Correspondence

XIII. New Business

XIV. Master Board Certification Training provided by Kathy Winecoff – Mrs. Winecoff explained about board members duties. She applauded the board for including students in the board meeting.

XV. Adjournment

MOTION by Mr. Jakub, seconded by Mrs. Lang and unanimously carried on voice vote to adjourn at 2:21 PM.