

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 was held on Tuesday, November 27, 2018 at 7:04 P.M. in the Knollwood Library-Media Center (L-MC) on Hance Road.

AGENDA

I. Call to Order by the President at 7:04PM

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

Others Present:

Sean McNeil, Superintendent David Joye, Business Admin/BOE Secretary

[x] Marilyn Schwartz, Principal
[x] Kathy Elgrim, Supervisor
[x] Cheryl Romano, Coordinator

[x] Amy Romano, Principal
[x] Anthony Sciarrillo, Board Attorney

V. 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.

VI. Recognition of Visitors

Girls Cross Country Team

VII. Consideration of Minutes

MOTION by Mrs. Lang, seconded by Mr. Menzer and carried on voice vote to accept the minutes of the October 17, 2018 Regular Meeting. Passed 7-0, 2 absent

VIII. Superintendent's Report

A. Enrollment	SICKLES	KNOLLWOOD	
	Pre-K 29	4 115	
	K 72	5 121	
	1 91	6 115	
	2 101	7 108	
	3 108	8 107	
	401	566	Total: 967

B. Fire Drills

Sickles 11/16/18, 2:00 PM
Knollwood 11/19/18, 2:10 PM

C. Security Drills

Sickles 11/07/18, 9:30 AM, Extended Evacuation
Knollwood 11/30/18, 1:00 PM, Extended Evacuation

D. Harassment Intimidation and Bullying Report

There were no incidents or investigations to report

E. School Community Update,

-Student Council did a great job shadowing Borough Council members and Borough Officials. Community Alliance "Hidden In Plain Sight" programming coming up.

Annual Title 1 Presentation,

-Mr. McNeil presented information on the districts Title I Program.

F. Staff Attendance Data – October 2018

EMPLOYEE CATEGORY	Amount of Staff	Total Possible Days	Total Absences	Attendance Percentage
Administrators	7	161	3.0	98.9
Teachers	108	2421	74.5	96.9
Aides	23	526	18.5	96.5
Secretaries	8	184	2.0	98.9
Custodians	10	230	1.5	98.5
Coordinators	3	69	1.0	98.6
TOTAL	151	3591	100.5	97.2

G. Student Attendance Data – October 2018

GRADE	Amount of Students	Total Possible Days	Total Absences	Attendance Percentage
Pre-Kinder.	29	638	44.0	92.79
Kindergarten	72	1584	66.0	95.83
First	91	2002	49.0	97.55
Second	101	2222	71.0	96.80
Third	108	2376	70.0	97.05
TOTAL	401	8822	300.0	96.58

Fourth	115	2530	65.5	96.54
Fifth	121	2662	86.0	96.77
Sixth	115	2530	57.5	96.86
Seventh	108	2376	42.0	98.23
Eighth	107	2354	50.0	97.88
TOTAL	566	12452	301.0	97.23

H. Update on Schools – Principals Schwartz & Romano

Mrs. Romano, Knollwood School Principal:

- Students did great for Veteran’s Day assembly
- Tri-district articulation meeting- talked about health, PE, guidance
- Fund raiser for Washington, DC trip is going well
- Thank the Ed Foundation for a great Color Run
- Winter concert December 11th
- Great meeting families at conferences

Mrs. Schwartz, Sickles School Principal:

- Great meeting families at conferences this week
- 1st marking period report cards are out
- Learned kindness matters
- 1st grader Nutcracker trip coming up

I. Community Organization Reports

1. Regional High School Board of Education Meeting(s) - none
2. PTA – Busy bringing in Franklin Institute, planning for the second half of the year
3. Education Foundation - \$25K for Color Run. Great day. Securing November 3 for 2019 Coffee Fund Raiser going on

4. Booster Club- Spirit Wear sale going well. Players/coaches' with new logo shirts
5. Footlights
6. Borough Council Meeting –Meeting with borough on January 10th at 7PM on building plans

IX. Committee Reports

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

Mrs. Saad reported that the committee discussed a proposed budget calendar for the 2019-2020 budget, taking advantage of the Energy Savings Improvement program offered by the state and policies and use of social media by the Board and management of life threatening food allergies. Mrs. Saad thanked the Educational Foundation and the Natsis Family for their generous donations

▪ **Committee held their monthly meeting on November 26, 2018**

Items 1 through 6 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 by Mrs. D'Angelo seconded by Mrs. Coar and carried on roll call vote to approve Items 1 through 6.

1. Bill Payment

RESOLUTION to approve payment of bills and claims for the month of November in the amount of \$470,336.57.

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
11-000-219-390-000-01-B	CONSULTANT FEES	76.60	11-000-219-600-000-00-B	SUPPLIES & MATERIALS C
11-000-219-390-000-01-B	CONSULTANT FEES	437.79	11-000-219-800-000-00-B	PROF ORGANIZATION FEES
11-000-291-270-000-03-0	PERSONAL DAY COMP	45.41	11-000-291-250-000-00-0	UNEMPLOYMENT COMP
11-190-100-106-050-01-0	SPECIAL PROGRAM COMP	0.65	11-190-100-610-050-02-K	SUPPLIES - KNOLL
11-190-100-106-050-01-0	SPECIAL PROGRAM COMP	1,610.40	11-190-100-640-050-02-K	TEXTBOOKS - KNOLLWOOD
11-214-100-610-060-00-0	SUPPLIES - AUTISM	31.92	11-214-100-610-050-00-0	SUPPLIES - AUTISM

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 September and October, 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.
11/30/18	C. Piotrowski	Teacher’s College Units of Study in Reading and the NJ PARCC Exam	\$165	Somerset, NJ	72
11/30/18	J. Diez	Conference for School-Based Speech-Language Pathologists	\$269	Piscataway, NJ	66
12/3/18	S. Makofsky	The Essential Therapy Tool-Kit for Children with Autism, ADHD and Sensory Processing Impairments	-	Little Egg Harbor, NJ	160
1/09/19 2/04/19	M. Strobel	Lifelines Suicide Postvention and Prevention trainings	- -	Oceanport, NJ W. Long Branch, NJ	- -
1/31/19	K. Elgrim	NJASA Techspo	\$299	Atlantic City, NJ	168.5

5. Comprehensive Maintenance Plan

RESOLUTION to approve the 2018-2019 Comprehensive Maintenance Plan.

6. Donations

- a. RESOLUTION for The Fair Haven Board of Education to graciously accept a donation in the amount of \$12,100 from the Fair Haven Education Foundation.
- b. RESOLUTION for The Fair Haven Board of Education to graciously accept a donation in the amount of \$1,500 from the Natsis Family.

B. Education & Curriculum – *Mrs. Coar reported*

The committee discussed curriculum updated, policies and the proposed school calendar for 2019-2020, most likely January adoption.

Cheryl Romano added that curriculum updates are a never ending process. We are always reviewing. Thanked staff for all their support.

▪ **Committee held their monthly meeting on November 14, 2018**

MOTION by Mrs. D’Angelo, seconded by Mrs. Saad and carried on voice vote to approve Item 1. Pass 7, 2 absent

1. Curriculum Adoption Updates

- a. Social Studies - Kindergarten - Grade 3
- b. Holocaust and Amistad Crosswalk - K-8
- c. Algebra 1 - Grade 8
- d. Science - Kindergarten - Grade 3
- e. Dance - Kindergarten - Grade 8
- f. Drama/Theater Arts - Kindergarten - Grade 8

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

Mrs. D’Angelo

▪ **Committee held their monthly meeting on November 19, 2018**

Items 1 through 3 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 by Mrs. Buckley seconded by Mr. Menzer and carried on roll call vote to approve Items 1 through 3. Pass 7, 2 absent

The RESOLUTIONS that follow are as a direct result of the recommendation of the Superintendent of Schools and where required are contingent upon the successful review of NJS414:

1. Professional Staff

a. Resignation

RESOLUTION to accept the letter of resignation from Megan Washburn, Social Worker, effective on or about January 18, 2019

b. Appointment

RESOLUTION to approve the appointment of Jessica Waleck as Social Worker effective upon release from present employment for the remainder of the 2018-2019 school year at MA Step 1 \$54,618, prorated

c. Additional Instructional Duties

RESOLUTION to approve Lisa McCabe for additional instructional duties at a rate of \$66.10 per hour, not to exceed \$2,580 for the 2018-2019 school year.

d. Leaves of Absence

1. RESOLUTION to approve the request of Allison Duffy for a maternity leave of absence on or about March 4, 2019 through the end of the 2018-2019 school year.

e. Extra-Curricular Activities

RESOLUTION to approve the following extra-curricular activities and supervisors:

Textile Club, additional 6 hours, supervised by RoseAnn LaBrocca, \$30/hour
4th & 5th Grade Play/Choreography, 36 hours, supervised by Alison Dooley, \$30/hour
4th & 5th Grade Play/Choreography, 36 hours supervised by Kristin Olesko, \$30/hour
4th & 5th Grade Play Music, 36 hours supervised by Robert Talmage, \$30/hour
4th & 5th Grade Play Set Design, 20 hours, supervised by Jessica Heeren \$30/hour
6-8 Play Grade Play Set Design, 20 hours, supervised by Gabrielle Illiano \$30/hour
6th-8th Grade Play – Music, 36 hours, supervised by Leanne DeCamp, \$30/hour
6th-8th Grade Play – Choreography, 36 hours, supervised by Leanne DeCamp, \$30/hour
Boys Basketball Monitor, Sean Reid, \$22/hour
Girls Basketball Monitor, Norma Azar \$22/hour

2. Support Staff

a. Resignations

1. RESOLUTION to accept the letter of resignation from Daniella Meloro, instructional assistant, effective November 30, 2018.

2. RESOLUTION to accept the letter of resignation from Remi Setteducatti, instructional assistant, effective November 9, 2018.

b. Termination

RESOLUTION to accept the recommendation of the Superintendent to terminate the contract for employee #29891 effective 12/31/18.

c. Appointments

1. RESOLUTION to appoint Alexander Iachetta as an instructional assistant effective November 27, 2018. \$20/hour

2. RESOLUTION to appoint Benjamin Shutman as an instructional assistant effective on or about December 13, 2018. \$20/hour

3. RESOLUTION to appoint Alexander Smerecznik as an instructional assistant effective on or about December 19, 2018. \$22/hour for 1.5 hours daily and \$17/hour for remaining hours daily

4. RESOLUTION to appoint Emily Brunner as a paraprofessional effective on or about December 13, 2018. \$15/hour

d. Lunch Aides

RESOLUTION to approve the following lunch aides effective November 7, 2018 until the end of the school year.

Tracy Terhune \$12.25/hour

Gloria Whittemore \$12.25/hour

3. Student Teacher

MOTION to approve the placement of Colleen Sweeney, Monmouth University speech-language pathology graduate student, to complete her 150 clinical hours with Susan Makofsky and Jackie Diez from January to May 2019.

D. President's Report –

Mrs. Coleman welcomed Mrs. Pagtano to the Board and thanked Mrs. Jakub for all of her service.

Policy:

1. As per the Fair Haven Board of Education Bylaw 0131, this shall be considered the first reading of the following bylaws and policies, as stated:

0169.02P – Board Member Use of Social Networks

X. Business Administrator's Report – Mr. Joye provided an update on the Energy Savings Improvement Program (ESIP) run by the Board of Public Utilities. To get started, the district will apply for a local government energy audit. It's free and the first step of the process.

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

C. Dill, 15 Lockwood Place, Fair Haven, read a statement. She says the current policy on the management of life threatening food allergies does not meet CDC guidelines and accommodations should be provided to include all students in school activities. She would like the district to eliminate all food in classrooms.

Mrs. Coleman thanked Mrs. Dill for her statement. The current policy is in committee review at the moment. Mrs. Coleman told Mrs. Dill to feel free to email us the full statement so that she can share it with the full Board.

XII. Correspondence

N. & J. Halpern

C. Rodriguez

Y. & A. Natsis

M. Washburn

D. Meloro

R. Setteducatti

Chief McGovern

XIII. New Business

XIV. Adjournment to Closed Session at 8:07 PM

RESOLUTION by Mrs. Saad, seconded by Mrs. D'Angelo and carried on unanimous roll call vote 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. Passed 7, 2 absent.

XV. Return to Open Session at 9:20 PM

XVI. Adjournment at 9:21 PM

MOTION by Mrs. Saad, seconded by Mrs. D'Angelo and unanimously carried on voice vote to adjourn at 9:21 PM.