

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 Wednesday, October 17, 2018 at 7:00 P.M. in the Knollwood All Purpose Room (APR) on Hance Road.

AGENDA

- I. Call to Order by the President at 7:05 PM

- 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. D'Angelo
[x] Mrs. Jakub
[x] Mrs. Lang
[x] Mr. Menzer
[x] Mr. Padula
[x] Mrs. Saad arrived 7:10 PM
[x] Mrs. Coleman

Absent:

- [x] Mr. Menzer

Others Present:

[x] Sean McNeil, Superintendent [x] David Joye, Business Admin/BOE Secretary
[x] Marilyn Schwartz, Principal [x] Amy Romano, Principal
[x] Kathy Elgrim, Supervisor [x] Scott Kiewe, Director
[x] Cheryl Romano, Director

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

VII. Consideration of Minutes

MOTION by Mr. Padula, seconded by Mrs. Buckley and carried on voice vote to accept the minutes of the September 26, 2018 Regular Meeting.

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	108
	401	567	Total: 968

B. Fire Drills

Sickles 10/10, 2:15 P.M.
Knollwood 10/11, 9:30 A.M.

C. Security Drills

Sickles 10/17, 2:45 P.M., Lockdown
Knollwood Scheduled for later in October.

D. Harassment Intimidation and Bullying Report

There were no incidents or investigations to report.

E. 2017-2018 HIB Self-Assessment Certification

MOTION to approve the certification of the 2017-2018 HIB Self-Assessment for Knollwood & Sickles Schools.

F. School Community Update – Mrs. Saad arrived 7:10 PM

Spring 2018 PARCC Data Presentation –

Mr. McNeil presented an analysis of the district’s spring 2018 PARCC assessment including comparisons to prior years, statewide results and those of the peninsula. Overall, Fair Haven performed well and showed impressive gains. You can find the full presentation on the districts website.

G. Staff Attendance Data – September 2018

EMPLOYEE CATEGORY	Amount of Staff	Total Possible Days	Total Absences	Attendance Percentage
Administrators	7	119	0	100
Teachers	108	1823	17.0	99.1
Aides	22	274	10.0	97.4
Secretaries	8	136	2.0	98.3
Custodians	9	152	6	96.1
Coordinators	3	51	0	100.0
TOTAL	155	2555	35	98.6

H. Student Attendance Data – September 2018

GRADE	Amount of Students	Total Possible Days	Total Absences	Attendance Percentage
Pre-Kinder.	29	435	14.0	96.78
Kindergarten	72	1080	36.0	96.67
First	91	1365	20	98.53
Second	101	1530	37.0	97.58
Third	108	1620	33.0	97.96
TOTAL	401	6030	140.0	97.68

Fourth	115	1740	51.0	96.2
Fifth	121	1815	47.5	97.38
Sixth	115	1725	32.0	97.28
Seventh	108	1620	55.5	96.57
Eighth	108	1620	41.5	97.44
TOTAL	567	8520	227.5	96.89

I. Update on Schools – Principals Schwartz & Romano

Mrs. Schwartz:

1. Entered October benchmark assessment data
2. I-Ready went out today
3. Book Fair next week
4. Theatre in the round for Halloween
5. October 8th is PD day

Mrs. Romano:

1. Thank PTA for Harvest Fest
2. 8th Grade dance meeting November 1
3. October 8th, PD day. Focus on PARCC, S60's, PDP's, Zspace
4. October 26 Liberty Science Center Trip
5. Immersion Day coming up for World Language
6. New French teacher starting next week

J. Community Organization Reports

1. Regional High School Board of Education Meeting(s)
2. PTA – Raised it the neighborhood of \$26,000.00 at Harvest Fest, still tallying.
3. Education Foundation – Color Run 11/4/18 with 500 runners so far.
Reinstating the coffee fund. 11/5 sales will start.
4. Booster Club
5. Footlights
6. Borough Council Meeting

IX. Committee Reports

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

▪ **Committee held their monthly meeting on 10/15/18 –**

Mrs. Saad reported that Mr. Joye updated the Finance Committee on audited year end balances for 2017-2018. Thanked the School Boards Association in advance for what will be a wealth of information available at the annual conference.

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. Coar seconded by Mrs. Coleman 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 October in the amount of \$421,130.13.

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 # From:	Description	Amount	Account # To:	Description
11-000-219-104-050-01-0	SUMMER WORK CST	1,061.00	11-000-219-500-000-01-B	PROF SEMINAR FEES
11-120-100-101-060-02-0	SALARY SUB TCHR GR 1-5	100.00	11-120-100-101-060-01-0	SALARY TCHR GRADES 1-5
11-190-100-610-050-02-K	SUPPLIES - KNOLLWOOD	0.65	11-190-100-640-050-02-K	TEXTBOOKS - KNOLLWOOD
11-190-100-610-060-01-S	SUPPLIES -SICKLES	0.30	11-190-100-640-060-01-S	TEXTBOOKS -SICKLES
11-214-100-610-060-00-0	SUPPLIES AUTISM	149.00	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 August 31, 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. District Taxes

RESOLUTION to request the Borough Administrator to transfer \$2,500,000 in general tax levy and \$75,259 in debt service levy due to the Board of Education account in November.

5. 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.
10/22/18-10/25/18	D. Joye	NJSBA Workshop 2018	Reg. \$1600 in Total Plus Hotel/Meals	Atlantic City, NJ	169
	S.McNeil				169
	B.Coleman				169
	C. Lang				169
	M. Menzer				169
	B. Padula				169
11/14/18	K. Elgrim	NJPSA-Accommodations for ESL & Special Ed Students and PARCC	\$150	Monroe, NJ	49
11/30/18	K. Elgrim	Rutgers Gifted Education Conference	\$189	Somerset, NJ	71
	C. Romano		\$189		71

6. School Based Fundraising

MOTION to approve the 2018-2019 School Based Fundraising Calendar

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

▪ **Committee held their monthly meeting on 10/10/18 –**

Mrs. Jakub reported the committee discussed the upcoming QSAC process and curriculum revisions

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. D'Angelo seconded by Mrs. Coar and carried on roll call vote to approve Items 1 through 2.

1. Field Trips

RESOLUTION to approve the following field trips:

Date	Teacher(s)	Grade	Destination	Relevance	Cost
12/7/18	All 1 st Gr.	1	Count Basie Center for the Arts Red Bank	Integration of music, art and community culture activity. Various classroom activities pre and post ex: reading the story Writing about favorite parts.	Busses: \$675 Tickets: \$460 RN: \$62.50 Students Pay: \$13
5/1/19	Mattison	5	Franklin Institute Philadelphia, PA	Science, Social Studies and arts curriculum enhancement	Bus: \$3,300 Parking: \$60 Tickets: \$2,749 RN: \$125 Students Pay: \$51.50

2. Curriculum Adoptions

MOTION to approve to following District Curricula for the 2018-2019 school year:

Mathematics, Grades K-8
Social Studies, Grades 4-8
Science, Grades 4-8

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

▪ **Committee held their monthly meeting on 10/11/18.**

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. Coleman seconded by Mr. Padula and carried on roll call vote to approve Items 1 through 3.

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. Winter Sports

RESOLUTION to approve the following:

Christopher Stephan, Boys Basketball Coach, \$5,250.00
William Dodich, Girls Basketball Coach, \$5,250.00

b. Additional Instructional Duties

RESOLUTION to approve Mallory Coffin for additional instructional duties at a rate of \$45.21 per hour, not to exceed \$1,538 for the remainder of the 2018-2019 school year.

2. Support Staff

a. Maternity Leave

RESOLUTION to approve the maternity leave of Kathryn Eddy on or about 1/02/19 to on or about 4/3/18.

b. Termination

RESOLUTION to accept the recommendation of the Superintendent to terminate the contract for employee #04475 effective 10/17/18.

c. Salary Revision:

RESOLUTION to approve a change in rate for Kathryn Eddy, current paraprofessional, to reflect up to 2 hours per day at the Instructional Aide rate of \$20.40 per hour. Remaining hours will continue at current paraprofessional rate of \$15.30 per hour.

d. Appointment:

RESOLUTION to approve the appointment of Jordyn Blaney as an Instructional Aide for the 2018-2019 school year at a rate of \$20.00 per hour effective upon her criminal history review approval.

3. Substitute Teacher Appointments

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

Rori Bergman
Alexander Iachetta
Mary Molke
Emily Ryan
Maria Sweeney

D. President's Report –

Mrs. Coleman showed off the Board Certification Award received from the NJSBA. Mrs. Coar reported out on the agenda for the upcoming October 29, 2018 meeting for the tri-district committee. Topics will include referendum lessons learned among others.

X. Business Administrator's Report

Quality Single Accountability Continuum Update (QSAC) Update

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

XII. Correspondence

XIII. New Business

XIV. Adjournment to Closed Session

RESOLUTION by Mrs. D'Angelo seconded by Mrs. Lang and carried on 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.

XV. Return to Open Session at 9:28PM

XVI. Adjournment

MOTION by Mrs. D'Angelo, seconded by Mrs. Jakub and carried on voice vote to adjourn at 9:30 PM.

Respectfully Submitted by,

David Joye, Business Administrator/Board Secretary