

FAIR HAVEN BOARD OF EDUCATION

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

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.
- Goal 4:** Establish an on-going professional development plan for the Board to achieve

2017-2018 DISTRICT GOALS

- Goal 1:** Develop, implement, and support a new quarterly reporting period by moving to a 4th Marking Period calendar, creating a new report card, and implementing a formal benchmarking schedule for students with increased data to be shared with staff, students, parents & guardians.
- Goal 2:** Foster and develop staff mastery of newly adopted curricula to ensure sound instructional practice and improved student outcomes for all learners.
- Goal 3:** Expand our capacity to provide meaningful feedback to our staff to improve professional development by implementing the Charlotte Danielson teacher evaluation model.
- Goal 4:** Maintain the newly expanded articulation and professional 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.
- Goal 5:** Improve communication with our school community by completing our district website conversion and transition to the School Messenger Communicate platform.

NOTICE OF REGULAR MEETING

The Regular Meeting of the Fair Haven Board of Education was held on Wednesday, October 18, 2017 at 7:03 P.M. in the Knollwood All-Purpose Room on Hance Road.

AGENDA

- I. Call to Order by the President @ 7:03 P.M.

- 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 arr. 8:37pm
<input checked="" type="checkbox"/> Mrs. D'Angelo	<input checked="" type="checkbox"/> Mrs. Halcrow	<input checked="" type="checkbox"/> Mrs. Jakob
<input checked="" type="checkbox"/> Mrs. Lang	<input checked="" type="checkbox"/> Mr. Padula	<input checked="" type="checkbox"/> Mrs. Saad arr. 7:00pm

Absent: None

Others Present:

<input checked="" type="checkbox"/> Sean McNeil, Superintendent	<input checked="" type="checkbox"/> Val Petrone, Business Admin/BOE Secretary
<input checked="" type="checkbox"/> Cheryl Cuddihy, Principal	<input checked="" type="checkbox"/> Amy Romano, Principal
<input checked="" type="checkbox"/> Kathy Elgrim, Supervisor	<input type="checkbox"/> Scott Kiewe, Director
<input type="checkbox"/> Chris Aviles, Coordinator	<input 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 Mrs. Lang, seconded by Mrs. Buckley and carried on voice vote to accept the minutes of the September 27, 2017 Regular Meeting.

VIII. Superintendent's Report

A. Enrollment	SICKLES	KNOLLWOOD	
	Pre-K 24	4	117
	K 72	5	114
	1 89	6	111
	2 111	7	106
	3 113	8	136
	409	584	Total: 993

B. Fire Drills

Sickles 10/6, 2:00 P.M.
Knollwood 10/13, 8:40A.M.

C. Security Drills

Sickles 10/12, 9:50 A.M., Lockdown
Knollwood 10/23, 10:00 A.M., Evacuation

D. School Community Update

2017 PARCC Data Presentation – Superintendent McNeil reviewed PARCC scores. The presentation will be posted on the District website.

E. Staff Attendance Data – September 2017

EMPLOYEE CATEGORY	Amount of Staff	Total Possible Days	Total Absences	Attendance Percentage
Administrators	8	127	19	85.0
Teachers	102	1717	8.5	99.5
Aides	30	510	5	99.0
Secretaries	8	142	0	100.0
Custodians	9	171	0	100.0
Coordinators	2	36	0	100.0
TOTAL	159	2703	32.5	98.8

F. Student Attendance Data – September 2017

GRADE	Amount of Students	Total Possible Days	Total Absences	Attendance Percentage
Pre-Kinder.	24	360	9.5	97.36
Kindergarten	72	1080	14	98.70
First	89	1350	27.5	97.96
Second	111	1665	25.5	98.47
Third	113	1695	26	98.47
TOTAL	409	6150	102.5	98.33
Fourth	117	1755	30.0	98.29
Fifth	113	1695	26.5	98.44
Sixth	110	1650	24.5	98.52
Seventh	106	1590	22.5	98.58
Eighth	136	2040	34.5	98.31
TOTAL	582	8730	138.0	98.42

G. Update on Schools – Principals Cuddihy & Romano

Mrs. Cuddihy and Romano gave a quick update on activities at their respective schools.

IX. Committee Reports

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

- **Committee held their monthly meeting on October 11, 2017**

1. Reports

a. Committee Report-

- 10/11/17 Items discussed
- Fund Raising
- Survey for feedback regarding the district
- Website
- Mission Statement

- New Communicate Platform launch in next few weeks
- Coffee Chat on Innovations Lab
- Math Nights
- Tri District meeting to be held in November

- Regional High School Board of Education Meeting(s)
- PTA – Harvest Fest was great!
- Education Foundation – FHEF Color Me for Technology Run to be held November 5, 2017
- Booster Club – Spirit Wear was successful
- Borough Council Meeting – no report
- Footlights – Fundraiser

RESOLUTION by Mrs. Lang, seconded by Mrs. Saad and carried on roll call vote to approve Items 2 through 4 for Knollwood School, Mrs. Jakub and Mrs. Saad vote no on item 2 as it concerns the Sickles School Fundraisers.

- 2017-2018 Fundraising Calendar – School Based

MOTION to approve the 2017-2018 School Based Fundraising Calendar

- 2017-2018 Fundraising Calendar – Parent Organizations

MOTION to approve the 2017-2018 Fair Haven Parent Organization Fundraising Calendar

- Ed Foundation Fundraising Events

MOTION to approve the following Education Foundation fundraising events:
November 5, 2017 Color Run
Spring (exact date TBD) event at Restaurant Nicholas

B. Finance/Operations – Chairperson, Mrs. Saad

• **Committee held their monthly meeting on October 16, 2017**

- On target for budget
- Health Care Costs will be included in the next Board Meeting
- Air Compressor – RTU # 3
- Sportsman Field- cracks will be filled for now. Re-engineer for drop off and pick up in the Spring.
- School Dude and Capital Direct Forecast for planning

RESOLUTION by Mrs. Saad, seconded by Mrs. Jakub and carried on unanimous roll call vote to approve Items 1 through 7 with Mr. Padula abstaining from #3.

- Bill Payment

RESOLUTION to approve payment of bills and claims for the month of October in the amount of \$432,646.68.

- 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:

Amount	FROM	TO
450	11-000-213-100-060-03-0 ESY nurse	11-000-213-300-050-02-0 othr med srvc
40	11-000-219-104-050-01-0 ESY CST	11-000-219-800-000-00-B Organz fees
10	11-000-221-102-000-00-0 sly currsuprvr	11-000-240-103-050-00-0 sly principal
1000	11-000-266-100-000-00-0 sly security	11-000-240-103-060-00-0 sly principal
1425	11-000-223-500-000-01-D seminar fees	11-000-240-500-060-01-S seminar fees

900	11-190-100-610-060-00-0 supplies K-3	11-000-240-600-060-01-S office supplies
900	11-000-291-260-000-00-0 WC	11-000-240-800-050-02-K Organz fees
1000	11-000-291-260-000-00-0 WC	11-000-240-800-060-01-S Organz fees
155	11-000-262-520-000-01-0 multi peril ins	11-000-251-100-000-00-0 sly business ofc
200	11-000-251-890-000-00-0 Organz fees	11-000-251-592-000-02-0 trvl reimburse
470	11-000-262-520-000-01-0 multi peril ins	11-000-262-420-000-03-0 Innovation Lab

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 SchoolMonies dated September 30, 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 \$80,209 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.
10/19-20/17	K. Snyder D. Oliveira	Autism NJ Annual Conference	\$500 \$500	Atlantic City, NJ	212 220
10/19/17	N. Freitas S. Reid	Strategies for Teaching Students 2/Visual Impairments-Middle School/High School Low Vision Large Print	0 0	New Brunswick, NJ	64 64
10/23-26/17	S. McNeil V. Petrone	NJ School Boards Convention		Atlantic City, NJ	169 169
10/25/17	B. Padula	NJ School Boards Convention	Reg. \$1,400	Atlantic City, NJ	169
10/24-26/17	M. Buckley B. Coleman M. Coar S. D'Angelo J. Halcrow C. Lang K. Saad	NJ School Boards Convention	Plus Hotel/Meals	Atlantic City, NJ	169 169 169 169 169 169 169
10/24-25/17	A. McCarthy	NJ Science Convention	\$295	Princeton, NJ	60
10/25/17	J. Bagley	NJAHPERD 2017 Adapted Health & PE Conference	\$70	Lawrenceville, NJ	80
11/02/17	S. Kiewe	NJPSA/FEA 2ng Annual Special Services Directors Toolkit	\$149	Monroe Township, NJ	50
11/06/17 12/06/17 1/29/18	S. Reid	Revolutionizing Schools Through Shared Leadership	\$450	Monroe Township, NJ	150
11/16-17/17	J. Sustick	NJ Association of School Librarians Fall Conference 2017	\$150	Long Branch	
12/06/17	K. Burke	AMTNJ: Special Education/Math conference	\$179	Monroe, NJ	53

6. Virtual School

RESOLUTION to approve tuition for NJ Virtual School provided by MOESC for a 6th grade student.\$2,600.

7. M1 – 10 year Maintenance of Facilities Report

RESOLUTION to accept the M1 report

C. Education– *Chairperson, Mrs. Jakub reporting*

- **Committee held their monthly meeting on October 11, 2017**

- PD – Danielson Training
- iReady
- Report Card
 - K-5 Standards Based
 - 6-8 Traditional Grades

RESOLUTION by Mrs. Jakub, seconded by Mrs. Coar and carried on roll call vote to approve Items 1 and 2.

1. Field Trips

RESOLUTION to approve the following field trips:

Date	Teacher(s)	Grade	Destination	Relevance	Cost
1/25/18	Mattison	5	Franklin Institute	Terracotta Warriors—SS Link Hands on science activities Other exhibits	Tickets: \$2,599 Bus/Parking: \$2,935 RN: \$125 Students Cost: \$51.50

2. Report Card

MOTION to approve the 2017-2018 Middle School Report Card

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

- **Committee held their monthly meeting on October 12, 2017**

- PD day was great
- Evaluations to begin soon
- Merit Goals – Superintendent

RESOLUTION by Mrs. Buckley, seconded by Mrs. Saad and carried on unanimous roll call vote to approve Items 1 through 5

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

1. Professional Staff

a. Coaches

1. RESOLUTION to appoint William Dodich as Assistant Boys Soccer Coach.\$1,837.50.
2. RESOLUTION to appoint the following winter sports coaches:
William Dodich – Girls Basketball - \$5,250
Christopher Stephan – Boys Basketball - \$5,250

b. Extra-Curricular

1. RESOLUTION to approve the following extra-curricular supervisors:
Emily Hermsen – 4th/5th Grade Drama Club - \$1,080
Leeann Lanza - Open Gym Basketball - \$480

2. Support Staff Resignation

RESOLUTION to accept the letter of resignation Theresa Zdeb, 12 month secretary effective January 1, 2018 with regret.

3. Substitute Teacher Appointments

RESOLUTION to appoint the following substitute teachers for the 2017-2018 school year pending results of criminal history review where required.

Jo-Ann Bernstein
Paul Levitsky
Linda Messa
Angela Vasto

4. Summer Academy – correction

RESOLUTION to approve salaries of Academy teachers approved at the May 2017 board meeting to read not to exceed \$1,728 (2.25 hours per day)

5 Additional Pupil Contact Time

RESOLUTION to approve Sean Reid to teach an additional 135 minutes per six day cycle for the remainder of the 2017-2018 school year resulting in a salary adjust increase of \$6,480

E. Legislative & Policy - *Chairperson, Mrs. Halcrow*

• **Committee held their monthly meeting on October 10, 2017**

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

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

- 2700 - Services to Nonpublic School Students – Policy (M)
- 7100 - Long-Range Facilities Planning - Policy & Regulation (M)
- 7101 – Educational Adequacy of Capital Projects – Policy & Regulation
- 7102 - Site Selection and Acquisition – Policy
- 7102 - Site Selection and Acquisition – Regulation
- 7130 - School Closing - Policy
- 7300 - Disposition of Property - Policy
- 7300.1 - Disposition of Instructional Property – Regulation (ABOLISHED)
- 7300.2 - Disposition of Land - Regulation
- 7300.3 - Disposition of Personal Property - Regulation
- 7300.4 - Disposition of Federal Property - Regulation

2. Policy Adoption

MOTION to adopt the above policies and regulations.

G. President's Report

1. Board Goals

RESOLUTION by Mr. Padula, seconded by Mrs. Coar and carried on unanimous roll call vote to approve Items 1 through 3

2017-2018 BOARD OF EDUCATION GOALS

Goal 1: Continue with professional development to become a certified board.

Goal 2: Improve communication and partnerships between the community, families, students and Board of Education.

Goal 3: Investigate and analyze the viability of moving forward with a facility referendum as outlined in the Strategic Plan.

2. Mission Statement

MOTION to approve the revised district 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.”

3. Superintendent's Merit Goals

MOTION to approve the quantitative and qualitative goals for Sean McNeil, Superintendent of Schools, as approved by the Executive County Superintendent.

X. Business Administrator's Report

November 18, 2017 Semi-Annual Delegate Assembly – Mercer County

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

Karen Rodrigues, Buttonwood Drive-questioned the timeline of Goal #3

Suzanne McCabe, Lewis Point- asked about Mrs. Cuddihy's research on her Doctoral Studies

Kathy Winecoff, NJSBA- congratulations on gains on PARCC. Delegate Assembly. This meeting counted another 1.5 hours towards Master Board certification, need 16 hours over a 4 year period -- Currently this board has 10 credits

XII. Correspondence

T. Zdeb

XIII. New Business

XIV. Adjournment

MOTION by Mrs. Jakub seconded by Mrs. Coar and unanimously carried on voice vote to adjourn at 8:53PM.