

ALL VOTING ITEMS WERE APPROVED

FAIR HAVEN BOARD OF EDUCATION

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

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.

2017-18 DISTRICT GOALS

- Goal 1:** Develop, implement, and support a new quarterly reporting period by moving to a 4 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 will be held on Wednesday, September 26, 2018 at 7:00 P.M. in the Knollwood Library-Media Center (L-MC) 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 type="checkbox"/> Mrs. Buckley | <input type="checkbox"/> Mrs. Coar | <input type="checkbox"/> Mrs. Coleman |
| <input type="checkbox"/> Mrs. D'Angelo | <input type="checkbox"/> Mrs. Jakub | <input type="checkbox"/> Mrs. Lang |
| <input type="checkbox"/> Mr. Menzer | <input type="checkbox"/> Mr. Padula | <input 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 type="checkbox"/> Mrs. Jakub | <input type="checkbox"/> Mrs. Lang |
| <input type="checkbox"/> Mr. Menzer | <input type="checkbox"/> Mr. Padula | <input type="checkbox"/> Mrs. Saad |

Others Present:

- | | |
|--|---|
| <input type="checkbox"/> Sean McNeil, Superintendent | <input type="checkbox"/> David Joye, Business Admin/BOE Secretary |
| <input type="checkbox"/> Marilyn Schwartz, Principal | <input type="checkbox"/> Amy Romano, Principal |
| <input type="checkbox"/> Kathy Elgrim, Supervisor | <input type="checkbox"/> Scott Kiewe, Director |
| <input type="checkbox"/> Cheryl Romano, Director | <input type="checkbox"/> Pat Young, Coordinator |

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 to accept the minutes of the August 22, 2018 Regular Meeting.

MOTION to accept the minutes of the August 28, 2018 Special Meeting

VIII. Superintendent's Report

A. Enrollment	SICKLES	KNOLLWOOD	
	Pre-K 29	4 116	
	K 72	5 121	
	1 91	6 115	
	2 102	7 108	
	3 108	8 108	
	402	568	Total: 970

B. Fire Drills

Sickles	8/1, 9:00 A.M.
Knollwood	8/1, 8:40 A.M.

C. Security Drills

Sickles	8/2, 9:15 A.M., Evacuation Bomb Threat
Knollwood	8/3, 8:40 A.M., Lockdown

D. Harassment Intimidation and Bullying Report

There are no HIB investigations to report.

E. School Community Update

F. Update on Schools – Principals Schwartz & Romano

G. District Goals

MOTION to approve the 2018-2019 District Goals:

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.

Community Organization Reports

1. Regional High School Board of Education Meeting(s)
2. PTA
3. Education Foundation
4. Booster Club
5. Footlights
6. Borough Council Meeting

IX. Committee Reports

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

- **Committee held their monthly meeting on 9/24/18**

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 to approve Items 1 through 6.

1. Bill Payment

RESOLUTION to approve payment of bills and claims for the month of September in the amount of \$550,892.66.

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
11-000-216-100-050-00-0	SALARY REL SRV	1,230.00	11-000-216-100-060-01-0	SALARY REL SRV EXT YR
11-000-216-320-050-00-B	PURCHASED SRV-OT/PT	12,339.00	11-000-217-100-050-00-0	SALARY SP. ED. AIDES
11-000-219-800-000-00-B	PROF ORGANIZATION FEES UNUSED VACATION	142.79	11-000-219-600-000-00-B	SUPPLIES & MATERIALS C
11-000-221-199-000-00-0	PAYMENT	428.50	11-000-221-104-000-02-0	INNOVATIVE PROG SLY
11-000-222-600-060-04-S	SUPPLIES & MATERIALS	3,116.66	11-000-222-300-000-02-0	SOFTWARE MAINTENANCE

11-000-240-105-060-01-0	SALARY SECRETARY	3,519.76	11-000-240-600-050-02-K	SUPPLIES - OFFICE - K
11-000-251-100-000-00-0	SALARIES BUSINESS OFFICE	1,097.13	11-000-251-330-000-00-0	PURCHASED PROF SRVCS ATTENDANCE
11-190-100-270-060-00-0	HEALTH BENEFITS	15,000.00	11-000-291-270-000-05-0	COMPENSATION
11-190-100-270-060-00-0	HEALTH BENEFITS	17,982.00	11-110-100-101-060-01-0	SALARY KNDGN TEACHERS
11-190-100-270-060-00-0	HEALTH BENEFITS	138,833.00	11-120-100-101-050-01-0	SALARY TCHR GRADES 1-5
11-130-100-101-050-01-0	SALARY TCHRS GRADES 6-8	34,878.00	11-120-100-101-060-01-0	SALARY TCHR GRADES 1-5
11-190-100-270-060-00-0	HEALTH BENEFITS	8,154.00	11-190-100-640-060-01-5	TEXTBOOKS - SICKLES
11-204-100-106-060-01-0	SALARY TEACHER AIDES ESY	1,236.25	11-204-100-101-050-01-0	SALARY LEARNING/LD TCH
11-213-100-101-060-00-0	SALARY RESOURCE CENTER	150,395.00	11-213-100-101-050-00-0	SALARY RESOURCE CENTER
11-214-100-101-050-00-0	AUTISM	48,576.00	11-214-100-101-060-00-0	AUTISM
11-214-100-106-060-01-0	AIDES-AUTISM SICKLES	65,719.00	11-214-100-106-050-01-0	AIDES-AUTISM KNOLL
11-214-100-101-050-02-0	ESY AUTISM	3,697.50	11-214-100-106-050-02-0	AIDES ESY
11-215-100-106-060-01-0	OTHER SALARY ESY PT-PSD	130.00	11-215-100-101-060-03-0	SALY ESY PT-PSD
11-402-100-800-000-00-0	OTHER OBJECTS	159.00	11-402-100-600-000-00-0	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 July 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. 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.
Ongoing	K. Rems	Dyslexia: An Introduction to the Orton-Gillingham Approach	\$50	10 hour online course	N/A
9/12/18	A. Cernero	Suicide Prevention Training	\$50	Long Branch, NJ	N/A
9/20/18 10/18/18 11/15/18 12/20/18 1/17/19 2/21/19 3/21,19 4/18/19 5/16/19 6/20/19	A. Cernero	Monmouth County Traumatic Loss Coalition 8:30 – 10:30 A.M.	N/A	Freehold, NJ	N/A
9/14/18 10/5/18 112/18 2/8/19 3/8/19 4/12/19	C. Romano	MC3	N/A	Long Branch, NJ	74/year
10/2/18	C. Romano	Monmouth County Administrators Assoc.	N/A	Freehold, NJ	38
10/12/18	A. Cernero M. Strobel	NJSCA Fall Conference	\$99 \$99	Edison, NJ	N/A 60
10/15 – 19/18	M. Coffin J. Halloran K. Rems	Comprehensive IMSE Orton-Gillingham Training	\$1175 \$1175 \$1175	Seacaucus, NJ	420 N/A 450
10/17/18	L. Lanza	Logistics for 7 th grade trip	N/A	Philadelphia, NJ	148
10/18/18	C. Romano	QSAC I & P TA Session	N/A	Freehold, NJ	31
10/18 & 19/18	B. Keefe	NJ Autism Conference	\$400	Atlantic City, NJ	N/A
10/22/18	A. Dooley A. Langa	NJ Council for Social Studies Conference	\$80 \$80	Piscataway, NJ	66 69.4
10/25/18 11/16/18 12/14/18	B. Keefe	Dr. Mary Jane Weiss, BCBAD	N/A	Princeton Junction, NJ	N/A
10/25 & 26/18	J. Mancino	AMTNJ 2018 Annual Two-Day Conference	\$285	East Windsor, NJ	60
12/3 & 4/18	P. Horan	NJ Association of School Librarians Fall Conference	\$175	Long Branch, NJ	N/A

5. MOESC Non-Public Technology Initiative Agreement

RESOLUTION to approve a program agreement with MOESC to provide technology services to non-public schools within the boundaries of Fair Haven. MOESC will prepare and submit all necessary reporting forms.

6. Lunch Agreement

RESOLUTION to approve the satellite lunch agreement with Red Bank Regional HS for the 2018-2019 school year. Student regular meals will be charged at \$3.50; premium meals at \$4.25 and adult meals at \$5.00. Mileage charged at \$.325 cents per mile.

7. Policy

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

8561P – Procurement Procedures for School Nutrition Programs

b. Policy Adoption

MOTION to adopt the above policies and regulations.

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

▪ **Committee held their monthly meeting on 9/18/18**

Items 1 through 3 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 to approve Items 1 through 3.

1. Field Trips

RESOLUTION to approve the following field trips:

Date	Teacher(s)	Grade	Destination	Relevance	Cost
10/15/18	All 3 rd Gr.	3	Count Basie Center for the Arts, Red Bank	Doktor Kaboom – The Wheel of Science	Tickets: \$550 Busses: \$675 RN: \$62.50 Students Pay: \$12
10/24/18	All Kindergarten	K	Count Basie Center for the Arts, Red Bank	Rainbow Fish	Tickets: \$500 Busses: \$450 RN: \$150 Students Pay: \$15
2/04/19	All 1 st Gr.	1	Count Basie Center for the Arts, Red Bank	Kattam and His Tam Tams	Tickets: \$500 Busses: \$450 RN: \$62.50 Students Pay: \$11
3/12/19	All 2 nd Gr.	2	Count Basie Center for the Arts, Red Bank	The Ugly Duckling	Tickets: \$500 Busses: \$675 RN: \$62.50 Students Pay: \$12
4/8/19 4/9/19 4/10/19 4/11/19 4/12/19	All 4 th Gr.	4	Sunnyside Equestrian Center, Lincroft	Provide an equestrian experience for people of all abilities. They put an emphasis on the benefit of therapeutic horseback riding to individuals w/physical & cog. Disabilities.	Tickets: \$2,252 Busses: \$1,125 RN: \$400 Students Pay: \$35

2. Mentor Plan

MOTION to approve the 2018-2019 District Mentor Plan

3. Professional Development Plan

MOTION to approve the 2018-2019 District Professional Development Plan

4. Policy

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

5512P – Harassment, Intimidation, & Bullying

5561P – Use of Physical Restraint & Seclusion Techniques for Students with Disabilities

5701P – Plagiarism

2431P – Academic Competition

b. Policy Adoption

MOTION to adopt the above policies and regulations.

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

▪ **Committee held their monthly meeting on 9/21/18**

Items 1 through 5 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 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. Salary Revision

RESOLUTION to revise the salary of Alexandra Rosen to reflect achievement of 3BA+15 on the teacher's salary guide effective September 1, 2018. \$53,818

b. Lunch Duty

RESOLUTION to approve the following teacher to provide lunchtime coverage effective September 6, 2018 until the end of the school year at \$22 per hour.

Charles Merton \$3,806

Daniel Ranahan \$3,806

Robert Talmage \$3,806

c. Curriculum Writing

RESOLUTION to approve the following staff to write curriculum at a rate of \$33 per hour, not to exceed 2.5 hours per person per document:

Norma Azar

Joelle Bagley

Tara Barnett

Kate Gagliano

Kristen Goode

Jessica Heeren

Stephanie Homyak

Kerry Kennedy

Emily Kuhlthau

Lianne Lettera

Dennise O'Grady

Ami Ohe

Alice Robinson

Christopher Stephan

Robert Talmage

d. Extra-curriculars

RESOLUTION to approve the following extracurricular offerings and stipends

EXTRA-CURRICULAR 2018-2019

Last Name	First Name	Club Name	Hours	Amount Not to Exceed
Aviles	Chris	eSports – all games must be rated “E” for everyone	50	N/A
Azar	Norma	Make a Difference	16	\$480.00
Azar	Norma	Knit/Crochet -Recess Activity	65	\$1,950.00
Bagley	Joelle	Knight Club	28	\$840.00
Bagley	Joelle	Tennis Club	55	\$1,650.00
Bryant	Nicole	Running Club	32	\$960.00
Cernero	Andrea	7/8 Peer Leaders	40	\$1,200.00
Cernero	Andrea	4-8 Yoga & Meditation Club	25	\$750.00
Chayette	Mel	Chamber Music	12	\$360.00
Chayette	Mel	Intermediate Orchestra	30	\$900.00
Chayette	Mel	Jazz Band	37	\$1,110.00
Chayette	Mel	Symphonic Band	60	\$1,800.00
Clark	Pauline	District Webmaster	83.3	\$2,500.00
Costello	Tom	Adventure Team	30	N/A
Costello	Tom	The Knight's Challenge	30	N/A
DeCamp	Leanne	Glee Club	70	\$2,100.00
Dodich	William	Tennis Club	55	\$1,650.00
Dougherty	Jessica	Stock Market Game Club (4-5)	24	\$720.00
Duymich	Nicole	Yearbook (shared w/O'Grady)	90	\$1,350.00
Elgrim	Kathleen	Athletic Director		\$4,300.00
Fritts	Jason	Co-Ed STEAM	25	\$750.00
Fritts	Jason	Girls Engineering and Coding	25	\$750.00
Growick	Matthew	4/5 Game Club	20	\$600.00
Heeren	Jessica	Art Club-Recess Activity	34	\$1,020.00
Homyak	Stephanie	Running Club	32	\$960.00
Homyak	Stephanie	6-8 Grade Drama Club	50	\$1,500.00
Homyak	Stephanie	4-8 Yoga & Meditation Club	25	\$750.00
Koch	Elizabeth	Chess Club	22	\$660.00
LaBrocca	RoseAnn	3rd Grade Textile Design Club	18	\$540.00
Marino	Sara	Symphonic Band	60	\$1,800.00
Marino	Sara	Jazz Big Band	37	\$1,110.00
Marino	Sara	Intermediate Band	30	\$900.00
Milanowycz	Taylor	Open Gym 6-8	40	\$1,200.00
Milanowycz	Taylor	Student Council	45	\$1,350.00
Mozino	Joanna	Cross Country Monitor	22/hour	time sheet

O'Grady	Dennise	Literary Magazine (online)	25	\$750.00
O'Grady	Dennise	Yearbook (shared w/Duymich)	90	\$1,350.00
O'Hare	Hugh	Stock Market Game Club (6-8)	24	\$720.00
Ohe	Ami	6-8 Grade Drama Club	50	\$1,500.00
Ohe	Ami	4/5 Game Club	20	\$600.00
Piotrowski	Corinne	Board Game Club	20	\$600.00
Raibick	Rose	DIY Knitting Club	32	\$960.00
Sustick	June	Garden & Greenhouse Club	25	\$750.00
Sustick	June	Broadcast/Green Screen/Recording Club	12.5	\$375.00

2. Support Staff

a. Resignation

RESOLUTION to accept the resignation of Brittany Ciccarelli, instructional assistant, effective September 21, 2018.

b. Appointment

RESOLUTION to approve the appointment of Christa Genovese, instructional assistant, effective on or about October 1, 2018. \$20/hour

c. Lunch Aide

RESOLUTION to change Stephanie Chandler's employment status from lunch aide to substitute lunch aide for the 2018-2019 school year.

d. Job Description and Salary Revision

RESOLUTION to modify the job description of Secretary to the Business Administrator to reflect duties encompassing clerical duties relating to Buildings & Grounds and to subsequently adjust the salary of Alice Littriello, current Secretary to the Business Administrator, to reflect an increase of \$3000 effective retroactively to July 1, 2018.

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.

Lianne Lettera
Cynthia Reid

4. Superintendent Merit Goals

MOTION to approve the Superintendent's 2 Qualitative and 3 Quantitative Merit Goals for the 2018-2019 school year.

5. District Organizational Chart

MOTION to approve the District Organizational Chart

E. President's Report

MOTION to approve the 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.

X. Business Administrator's Report

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

S.Lindgren

B.Ciccarreli

Dr. L.Feinsod, NJSBA

XIII. New Business

XIV. Adjournment