

**SPRING LAKE BOROUGH BOARD OF EDUCATION
REGULAR MEETING MINUTES
February 24, 2020 6:30 PM**

I. Call to order: *President Worth called this meeting to order at 6:30 p.m. and announced, "This meeting is called in accordance with the provisions of the "Open Public Meetings Act," C.231, PL. 1975, and notices were published in newspapers and on the district website.*

II. Attendance: *All arrived at /or prior to 6:30 p.m. with the exception of Mr. Clark.*

Board of Education: Mr. James Worth, President
Mrs. Noelle Giblin, Vice-President
Mr. John Clark-*arrived at 6:35 p.m.*
Mrs. Karen Matuch
Mr. Michael Moran

Administration: Stephen LaValva, EdD, Superintendent/Principal
Denise McCarthy, SBA/BS
Paul Griggs, Esq., Board Attorney

III. Flag salute- *President Worth led the recitation of the Pledge of Allegiance.*

IV. President's Statement- *President Worth commented on Elsie Dubac's passing and how she was a quiet contributor at meetings who will be missed.*

V. Presentations

- A. Spelling Bee Winner-Joseph Graff
- B. Monmouth County School Boards Association
- Eighth Grade Student Recognition Honoree - Maggie Kerr

Dr. LaValva recognized these students and presented them with their awards.

VI. Correspondence- *None*

VII. Public Comment on Agenda Items Only- *None*

VIII. Committee Reports

A. Committee Reports

- 1. Finance, Negotiations, Personnel, Mr. Worth

Mr. Worth commented on the status of the development of the 2020-2021 budget.

- 2. Buildings & Grounds, and Security, Mr. Worth

Mr. Worth commented that the Buildings & Grounds committee is going to meet next week and discuss the Long Range Facilities Plan, which needs to be updated, and replacing the lights in the gym.

- 3. Curriculum, Instruction, Student Needs, Mrs. Matuch

Mrs. Matuch commented that the committee had met on February 19th and discussed some enhancements to the curriculum, which will be further explained by Dr. LaValva.

- 3. Policy and Legislation, Mr. Moran

Mr. Moran commented that the committee had met the other day, good progress had been made with the

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review of existing policies and that a second reading of the new "Days away from Mountz" policy will be done this evening.

4. Communications, Mrs. Matuch

Mrs. Matuch commented on the success of the two open houses that were held and that nine families were interested. She thanked the families who helped and mentioned that looking at doing another one in the spring. A brochure is in the process of being developed.

B. Liaison Reports

1. Manasquan BOE, Mr. Moran

Mr. Moran commented that there was discussion about changing the start time of school, proposed changes to the grading policy and that the 2020-2021 budget was in process.

2. H.W. Mountz P.T.A., Mrs. Matuch

Mrs. Matuch commented that the "Someone Special" dance is on March 8th, that the PTA website and application had been rolled out and that the Sports Club was a success.

3. Spring Lake Education Foundation, Mr. Moran

Mr. Moran commented that there was no update but new members are needed.

4. Booster Club, Mrs. Giblin

Mrs. Giblin commented that the Sports Club was a huge success and that Kindergarten and Grade 1 will be added to the program. In addition, there will be a paddle tennis tournament on March 28, 2020 and spring track, tennis and golf will be starting soon.

5. Future of Mountz Ad-Hoc Committee

Mr. Worth commented that the committee's report is in the final stage and plan to present their report at the March Board of Education meeting.

VIX. Administrative Reports

A. Acknowledgement from District Administration- *Dr. LaValva acknowledged the following:*

- Mrs. Orr – Received Wilson Level 1 Certified-Wilson Dyslexia Practitioner
- Ms. Sogluizzo –Received Wilson Level 1 Certified-Wilson Dyslexia Practitioner
- Monmouth University Women in Sports Day- *Two students attended and received lots of exposure to MU athletics.*
- Kids Heart Challenge-NJHS, Mrs. Dettlinger, Mr. Gramer- *The children were active all day and earned greater than \$ 1,000 for the American Heart Association.*
- Booster Club Sports Performance Class- *Dr. LaValva spoke to the success of this class.*

B. Monthly HIB Report- *None reported.*

C. Report on Enrollment - (Attachment A)

X. Approval of Minutes

Motion to approve, the Minutes of the January 27, 2020 Regular Meeting of the Spring Lake Board of Education.

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On motion by Mr. Worth, and seconded by Mr. Clark:
Roll Call

Mr. Clark-Yes	Mrs. Giblin -Yes	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Worth - Yes
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XI. Action Items

A. Curriculum and Instruction

A1. Motion to approve the following class trips:

Class	Teacher(s)	Destination
Grade 6 Students	Mrs. Dettlinger, Mr. Janelli, Ms. Ping	Philadelphia Zoo-Philadelphia, PA
Grade 7 Students	Students providing own transportation	Manasquan Elementary School PI Day Convocation-Manasquan, NJ

A2. Motion to approve the following facility use requests:

H.W. Mountz Booster Club
Sports Performance Classes
Gym
February 19-April 4, 2020
7:45 AM-8:30 AM

NJ Belles (to be billed as per Board Policy #7510)
Basketball Practice
Gym
March-June as available
Requested by: Mark Donnelly

Chili Cook-off
Gym
March 14, 2020
Requested by: Dr. LaValva for Grade 8 Fundraiser

Spring Lake Recreation
Shore Girls Camp
Gym
August 3-7, 2020
9 AM-12PM

Spring Lake Recreation
Future Stars Camp

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Gym
August 10-15, 2020
9 AM-11 AM
Requested by: Kathy Heine

On motion by Mr. Moran, and seconded by Mrs. Giblin:
Roll Call:

Mr. Clark-Yes	Mrs. Giblin - Yes	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Worth - Yes
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B. Personnel

B1. Motion to Approve the following Professional Development Workshop and Travel Log:

Staff Member:	Date(s):	Description:	Registration Fee:	Travel Fees:	Est. Total:
Aimee Kinsella	February 24, 2020	ESL Articulation Meeting-Middletown, NJ	\$0	\$8.50	\$8.50
Eleanor Cosentino	February 24, 2020	ESL Articulation Meeting-Middletown, NJ	\$0	\$14.50	\$14.50
Krystyna Domogala	February 24, 2020	ESL Articulation Meeting-Middletown, NJ	\$0	\$8.25	\$16.50
Robert Gramer	February 24-25, 2020	NJAHPERD Conference-Long Branch, NJ	\$155	\$11.00	\$166
Kim Bakos	February 27, 2020	Student Records and Public Records-NJPSA/FEA-Monroe, NJ	\$150	\$21.10	\$171.10
Krystyna Domogala	February 27, 2020	Student Records and Public Records-NJPSA/FEA-Monroe, NJ	\$150	\$25	\$175
Linda Krebs	February 27, 2020	Makerfest Planning Meeting-Wall Intermediate School, Wall, NJ	\$0	\$0	\$0
Eleanor Cosentino, Krystyna Domogala, Steven Janelli, Laura Roberts, Cheryl Salway	March 6, 2020	Monmouth County Special Education Directors Meeting-Monmouth University-West Long Branch, NJ	\$0	\$0	\$0
Krystyna Domogala	April 29, 2020	Effective Management Techniques-Freehold, NJ	\$149	\$7	\$156

B2. Motion to accept, with regret, the resignation of Donna Lepore, lunch/recess paraprofessional

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effective March 11, 2020.

- B3. Motion to approve posting for a lunch/recess paraprofessional for two hours daily March 12-June 30, 2020.
- B4. Motion to appoint Joannette Femia as interim School Business Administrator/Board Secretary at a per diem rate of \$525 as needed effective February 24-June 30, 2020 pending criminal history review clearance and approval from the County Superintendent.
Mr. Worth commented that Ms. Femia brings a lot of experience with her, that she was a good find and should be a good addition to the staff.

On motion by Mrs. Giblin, and seconded by Mrs. Matuch:

Roll Call:

Mr. Clark-Yes	Mrs. Giblin -Yes	Mrs. Matuch -Yes	Mr. Moran -Yes	Mr. Worth -Yes
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C. Student Services

- C1. Motion to approve Fern E. Litwak to provide up to 4 hours a week (as needed March 1, 2020-June 30, 2020) for Orton-Gillingham instruction/consultation at an hourly rate of \$125.00 from Title 1 funds.
Mrs. Matuch commented on the difference between Orton-Gillingham and Wilson Learning.
- C2. Motion to permit current Grade 5 students to participate in the H.W. Mountz 2020 Spring Sports Programs for this year only and in accordance with all of the rules and regulations required of Middle school students.
Mrs. Giblin expressed concern over the difference in the size of the students and the resulting safety concerns. Dr. LaValva stressed that this would only apply to this year and on an as needed basis only.

On motion by Mr. Worth, and seconded by Mr. Moran:

Roll Call:

Mr. Clark-Yes	Mrs. Giblin -Yes	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Worth - Yes
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D. Policy

- D1. Motion to approve the following Policies (P) and Regulations(R) for Second reading:

- P & R 1550-Equal Employment/Anti-Discrimination Practices
- P 2431-Athletic Competition
- R 2431.2-Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team of Squad
- P & R 5350-Student Suicide Prevention
- P 5533-Student Smoking
- P & R 5561-Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

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- P 8462-Reporting Potentially Missing or Abused Children

On motion by Mrs. Giblin, and seconded by Mr. Clark:

Roll Call:

Mr. Clark- Yes	Mrs. Giblin -Yes	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Worth - Yes
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D2. Motion to approve the following Policies (P) and Regulations(R) for First reading:

- P & R 1642-Earned Sick Leave Law
- P 3159-Teaching Staff Member/School District Reporting Responsibilities

Mr. Moran commented that Strauss Esmay notifies us of new policies. Mrs. Giblin questioned the update to the website process. Mr. Worth commented that he liked the progress the policy committee is making.

On motion by Mrs. Giblin, and seconded by Mr. Clark:

Roll Call:

Mr. Clark-Yes	Mrs. Giblin - Yes	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Worth - Yes
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E. Finance

E1. Motion to approve the Board Secretary and Treasurer Reports for the month of January 2020:

RESOLVED: That the School Business Administrator/Board Secretary for the Spring Lake Borough Board of Education certifies that, pursuant to N.J.A.C. 6A:23A-16.10(c)(3) as of January 31, 2020, that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10(a); and be it further RESOLVED: That the Spring Lake Borough Board of Education accepts the Financial Reports of the Secretary and Treasurer for the month of January 2020; and therefore be it RESOLVED: That the Spring Lake Borough Board of Education certifies that, pursuant to N.J.A.C.6A:23A-16(c)(4), after review of the Board Secretary and Treasurer monthly Financial Reports and upon consultation with the appropriate District official that to the best of knowledge no major account or fund has been over-expended and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

E2. Motion to approve Bills List in the amount of \$ 414,022.17.

E3. Motion to approve Gross Payroll Expenses:

January 15, 2020- \$ 151,559.93
January 31, 2020- \$ 161,718.20

E4. Motion to approve cumulative year to date transfers in the amount of \$ 327,645.52.

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E5. Motion to approve the following non-binding resolution of intent to join the Garden State Schools Joint Insurance Fund:

WHEREAS, a number of local governmental units in various parts of the State of New Jersey have joined together to form a School Board Insurance Group joint self-insurance fund as permitted by N.J.S.A. 18A:18B-1 et seq.; and

WHEREAS, there has been discussion regarding the formation of the GARDEN STATE SCHOOLS JOINT INSURANCE FUND (GSSJIF) for local governmental units;

WHEREAS, the statutes and regulations governing the creation and operation of a School Board Insurance Group contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Group; and

WHEREAS, the Spring Lake Board of Education has determined that membership in the GSSJIF would be in the best interest of itself and its citizens;

NOW THEREFORE BE IT RESOLVED that the Spring Lake Board of Education does hereby resolve to become a member of the GSSJIF for the purpose of establishing the following types of coverage:

1. Workers' compensation and employers' liability;
2. General liability, including employment practices and school board legal liability;
3. Motor vehicle liability;
4. Crime, employee dishonesty and position bonds; and
5. Property damage (buildings, contents, equipment and motor vehicles);

BE IT FURTHER RESOLVED that such membership is subject to the right to accept the terms of membership when the same is received from the GSSJIF; and

BE IT FURTHER RESOLVED that such membership is subject to the right to accept the Bylaws and Initial Assessment of the GSSJIF, as approved and adopted pursuant to N.J.S.A. 40A:10-39, when the same is received from the GSSIF.

On motion by Mrs. Matuch, and seconded by Mr. Moran:

Roll Call:

Mr. Clark-Yes	Mrs. Giblin - Yes	Mrs. Matuch -Yes	Mr. Moran -Yes	Mr. Worth - Yes
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XII. Old Business- *Dr. LaValva provided an update on the Ambush Academy. Mrs. Matuch asked about how well it has been received.*

XIII. New Business- *None.*

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XIV. Public Comment on Non-Agenda Items-None.

XV. Executive Session –Items discussed in executive session may result in Board action when the Board reconvenes in open session to conduct the regular business meeting.

WHEREAS, the Sen. Byron M. Baer Open Public meetings Act, N.J.S.A. 10:4-6 et seq., (the “Act”) provides that the Spring Lake Board of Education may hold an “Executive Session” from which the public is excluded to discuss matters that are confidential or are one of the nine (9) subject matters listed Section 12(b) of the Act; and

WHEREAS, it is recommended by the Business Administrator that the Spring Lake Board of Education go into Executive Session on February 24, 2020 at: ___ pm. to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, that the Board hereby declares that its discussion of the following subject(s) will be made public at a time when the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

NOW, THEREFORE, BE IT RESOLVED by the Spring Lake Board of Education that the Board shall go into Executive Session to discuss the following items: (To be determined and announced as needed)

- Matters rendered confidential by state or federal law
- Matters which would constitute an unwarranted invasion of privacy
- Matters involving collective negotiations and/or the negotiations of terms and conditions
- Matters involving the purchase, lease or acquisitions of real property or investment of public funds
- Matters concerning the protection of the safety or property of the public
- Pending or anticipated litigation and matters covered by the attorney-client privilege
- Matters involving employees and terms of their employment and contract

BE IT FURTHER RESOLVED that said discussion may be disclosed to the public when reasons for discussing and acting upon it in closed session no longer exists. Action MAY be taken on one or more items stated above.

Motion to enter Executive Session by Mrs. Giblin, and seconded by Mr. Clark Time 7:25 PM:

Roll Call:

Mr. Clark-Yes	Mrs. Giblin - Yes	Mrs. Matuch -Yes	Mr. Moran - Yes	Mr. Worth - Yes
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Motion to exit Executive Session by Mrs. Giblin, and seconded by Mr. Moran Time 8:20 PM:

Roll Call:

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Mr. Clark- Yes	Mrs. Giblin -Yes	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Worth -Yes
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Motion to re-enter the Public Session by Mr. Clark, and seconded by Mr. Moran Time 8:25 PM:

Roll Call:

Mr. Clark-Yes	Mrs. Giblin - Yes	Mrs. Matuch -Yes	Mr. Moran - Yes	Mr. Worth - Yes
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Dr. LaValva discussed an overview of the development and implementation process of the master schedule for next year. Mr. Moran commented on the creativity and thought process. Mr. Worth emphasized the importance of making it work. Mr. Clark asked for a basic explanation of the schedule. Mrs. Giblin asked if the faculty was aware of some of the proposed changes.

XVI. Adjournment

Motion to Adjourn by Mrs. Giblin, and seconded by Mrs. Matuch, Time: 8:45 PM:

Roll Call:

Mr. Clark-Yes	Mrs. Giblin - Yes	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Worth - Yes
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