

**SPRING LAKE BOROUGH BOARD OF EDUCATION
REGULAR MEETING MINUTES
March 16, 2020 6:00 PM**

I. Call to order: *President Worth called this meeting to order at 6:00 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 Before Any Action: *All arrived at/or prior to 6:00 p.m.*

Board of Education: Mr. James Worth, President
Mrs. Noelle Giblin, Vice-President
Mr. John Clark
Mrs. Karen Matuch
Mr. Michael Moran

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

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

IV. President's Statement - *President Worth introduced Manasquan High School Representatives to explain the 6.8% increase in tuition.*

V. Special Presentation

Dr. Frank Kasyan, Superintendent of the Manasquan Schools
20/21 Proposed Manasquan High School Budget

Dr. Frank Kasyan reviewed the Manasquan High School Budget process, proposed savings by not hiring new staff, increased interest on debt service and the costs associated with the contractual Agreement with the MEA for faculty salaries in 20/21. He, the Manasquan BOE President, and the Manasquan Business Administrator answered questions pertaining to enrollment between the grammar and High School, further details into the recently completed building renovation project and the method used to calculate the tuition to be paid by Spring Lake BOE to Manasquan.

VI. Initiation of Regular Monthly Meeting - *6:30 p.m.*

Attendance: *All remained in attendance*

Board of Education: Mr. James Worth, President
Mrs. Noelle Giblin, Vice-President
Mr. John Clark
Mrs. Karen Matuch
Mr. Michael Moran

VII. Presentations - *None*

VIII. Correspondence - *None*

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VIX. Public Comment on Agenda Items Only - None

VX. Adoption of Tentative Budget, Travel and Reserves

BE IT RESOLVED, that the following tentative budget be approved for the 2020-2021 School Year (using the 2020-2021 State Aid award) and that the Secretary to the Board of Education be authorized to submit the same to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline of March 20, 2020:

	GENERAL	SPECIAL	DEBT	
	<u>FUND</u>	<u>REVENUES</u>	<u>SERVICE</u>	<u>TOTAL</u>
2020-2021 Total Expenditures	<u>\$7,576,930</u>	<u>\$283,238</u>	<u>\$ 0</u>	<u>\$7,860,168</u>
Less: Anticipated Revenues	<u>\$897,245</u>	<u>\$283,238</u>	<u>\$0</u>	<u>\$1,180,483</u>
*Taxes to be Raised	<u>\$6,679,685</u>	<u>\$0</u>	<u>\$0</u>	<u>\$6,679,685</u>

And to advertise said tentative budget in The Coast Star in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the all purpose room of H.W. Mountz Elementary School, 411 Tuttle Ave, Spring Lake, New Jersey on Monday, April 27, 2020 at 6:30 PM, for the purpose of conducting a Public Hearing on the Budget for the 2020-2021 School Year. *Mr. Moran commented an appreciation of the effort and Mr. Worth stressed the importance of building the reserve vs. going to referendum, Mr. Clark noted he would like to see us under 2% but is in agreement with this proposal.*

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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VXI. Travel and Related Expense Reimbursement 2020-2021

WHEREAS, the Spring Lake Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school District; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular District business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or Board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$15,000 for all staff and Board members for the 2020-2021 school year.

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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VXII. Committee Reports

A. Committee Reports

1. Finance, Negotiations, Personnel, Mr. Worth

Mr. Worth noted that there is nothing to report that has not already been said.

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

Mr. Worth reported that the LRFP is still being fine tuned and hopes the Board will be happy with the results.

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

Mrs. Matuch reported that the Math program will be updated next year, remote learning has been effective and thanked Dr. LaValva for the work being done.

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4. Policy and Legislation, Mr. Moran

Mr. Moran reported that there are second readings for policy and regulation on this agenda for Board approval.

5. Communications, Mrs. Matuch

Mrs. Matuch reported that they are continuing to look at the Website and apps.

B. Liaison Reports

1. Manasquan BOE, Mr. Clark

Mr. Clark reported consideration for marketing facilities usage. Mr. Worth inquired if Brielle had any issues.

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

Mrs. Matuch reported that the Someone Special dance was a success, other planned events have been cancelled.

3. Spring Lake Education Foundation, Mr. Moran - *meeting was cancelled.*

4. Booster Club, Mrs. Giblin - *many events have been cancelled.*

VXIII. Administrative Reports

A. Acknowledgement from District Administration

1. Book Fair - *was a success and more raised than in past year.*

2. H.W. Mountz hosting Sending District Spelling Bee March 26 - *postponed*

3. Talent Show March 27 - *postponed*

4. Gifted and Talented Month-Student Names were read by
Dr. LaValva

5th Grade:

Alex Lapitzki

Joseph Graff

6th Grade:

Anna Martin

Marky Talucci

7th Grade:

Rose Behler

Kelly Reynolds

8th Grade:

Talia Blum

Lucy DiFeo

Sean Galvin

Maggie Grable

Maggie Kerr

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Ivan Kolodziejski
Lily Marzullo
Jordyn Talucci

- 5. SLED Meeting date change: March 12 to April 13, 2020
- B. Monthly HIB Report - *None*
- C. Report Faculty and Support Staff Sign-In/Out Procedures
- D. Report on Enrollment (Attachment A)

VIX. Approval of Minutes

Motion to approve, the Minutes of the Regular Meeting of February 24, 2020 of the Spring Lake Board of Education.

On motion by Mr. Moran, 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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VX. Action Items

A. Curriculum and Instruction

A1. Motion to approve the following class trips:

Class	Teacher(s)	Destination
Grade 4	Mrs. Callahan, Miss Clark	NJ State House, NJ State Museum, NJ State Planetarium
Grade 7	Mrs. Krebs, Miss Ping	Spring Lake Historical Society-Walking Trip-Spring Lake, NJ

A2. Motion to approve the following facility use requests:

SLED
Library
April 23, 2020
6:00 PM
Requested by:

PTA

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All Purpose Room
April 1, 2020
7:00 PM
Requested by: Kiernan DiFeo/Denise Monello

PTA
All Purpose Room
May 7, 2020
7:00 PM
Requested by: Kiernan DiFeo/Denise Monello

A3. Motion to approve the end of year dates and events for 2020 (Attachment B)

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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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:
Jennifer Penrod	March 5, 2020	Sending District Band Director Articulation-Manasquan, NJ	\$0	\$0	\$0
Jessica Ruchalski	March 11, 2020	Sending District Guided Math-Manasquan, NJ	\$0	\$0	\$0
Krystyna Domogala	June 4, 2020	Principal and AP Survival Guide-Monroe, NJ	\$0	\$0	\$0

B2. Motion to abolish the Long-Term Replacement Substitute position of Health and Physical Education Teacher held by Mr. Robert Gramer effective March 16, 2020.

B3. Motion to appoint Mr. Robert Gramer to serve as Teacher of Health and Physical Education Teacher at Step 1 in the current Agreement between the Spring Lake Board of Education and the Spring Lake Education Association, effective March 17, 2020 - June 30, 2020.

B4. Motion to approve payment of the NJ state rate mentor fee of \$550 to John Livingood for serving as a mentor to Robert Gramer.

B5. Motion to approve Katelynn O'Neill as a substitute for the 2019-2020 school year at the per

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diem rate of \$80.

- B6. Motion to approve Donna Pontecorvo as a substitute for the 2019-2020 school year at the per diem rate of \$75.
- B7. Motion to approve Joannette Femia to provide Business Office consulting services on a per-diem basis for the period of March 9 - March 20, 2020, and to then begin serving as the Interim School Business Administrator/Board Secretary from March 20 - June 30, 2020 at a rate of \$525 per day.
- B8. Motion to approve the following academic coaches per the SLEA/SLBOE agreement Schedule B rate:
 - Anthony DeStefano, Margaret Ping, Cheryl Salway, Matthew Tonzola
April 1, 2020 - Goetz Middle School, Jackson, NJ Academic Bowl
 - Anthony DeStefano, Cheryl Salway, Matthew Tonzola
April 30, 2020 - Brielle Elementary School, Brielle, NJ Academic Bowl
- B9. Motion to accept the resignation of Mrs. Andrea Brierley, Learning Disabilities Teaching Consultant, effective March 16, 2020. (*Last day will be May14, 2020*)

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

Roll Call:

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

There are no items this month for Student Services.

D. Policy

- D1. Motion to approve the following Policies (P) and Regulations(R) for second reading and adoption:
 - P & R 1642-Earned Sick Leave Law
 - P 3159-Teaching Staff Member/School District Reporting Responsibilities

On motion by Mr. Moran, 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 Bills List in the amount of \$246,043.98
- E2. Motion to approve Gross Payroll Expenses:
February 15, 2020- \$ 156,313.47
February 28, 2020- \$ 158,504.12
- E3. Motion to approve cumulative year to date net transfers in the amount of \$ 328,264.52.
- E4. Motion to approve participation in the Local Government Energy Audit (LGEA) Program through the BPU at no cost to the District.
- E5. Motion to approve Sean Hewitt to provide updated training to Mary Pearce on the use of the cameras in the TV studio at \$ 50/hour not to exceed six hours.

- E6. Recording and award of proposals for three roof top ventilators:

Comfort Mechanical Corporation	\$ 39,821
Kappa Construction Co. Inc.	\$ 36,675
Epic Mechanical, Inc.	\$ 32,525

Award to Epic Mechanical, Inc.

- E7. Recording and award of proposals for base split units for two of the third floor classrooms:

Comfort Mechanical Corporation	\$ 42,848
Kappa Construction Co. Inc.	\$ 110,000
Epic Mechanical, Inc.	\$ 29,000

Award to Epic Mechanical, Inc.

On motion by Mrs. Matuch, 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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XVI. Old Business - None

XVII. New Business - Mr. Worth thanked Dr. LaValva for efforts on making sure virtual learning

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was successful. Discussed the logistics of servers, etc. Discussed the options for Spring Break as well as meeting options.

XVIII. Public Comment on Non-Agenda Items

There were no public comments

XIX. Executive Session

There was no Executive Session

XX. Adjournment

On Motion by Mr. Moran and seconded by Mrs. Matuch at 7:47 PM

Roll Call:

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