

**SPRING LAKE BOROUGH BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
September 23, 2019 6:30 PM**

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

<b>Board Member</b>	<b>Arrival Time</b>	<b>Absent</b>
Mr. Worth, President	6:30 p.m.	
Mrs. Giblin, Vice President	6:30 p.m.	
Mr. Hale		Absent
Mrs. Matuch	6:30 p.m.	
Mr. Moran	6:30 p.m.	

Also Present: Dr. Stephen LaValava, Principal/Acting Superintendent, Denise McCarthy, SBA/BS; Paul Griggs, Esq., Board Attorney

**II. Flag salute-** President Worth led the flag salute.

**III. Oath of Office-Administer Oath of Office to Mr. Moran**

Mrs. McCarthy administered the “Oath of Office” to Mr. Moran as follows:

I, Michael Moran, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the Governments established in the United States and this State, under the authority of the people. So help me God.

I, Michael Moran, do solemnly swear (or affirm) that I possess the qualifications prescribed by law for the office of member of a board of education, and that I am not disqualified as a voter pursuant to RS 19:4-1 nor disqualified due to conviction of a crime or offense listed in N.J.S.A.18A:12-1, and that I will faithfully, impartially, and justly perform all the duties of that office according to the best of my ability. So help me God.

**IV. Approval of Minutes**

Motion to approve, the Minutes of the July 15, 2019 Special Meeting, July 22, 2019 Regular Meeting, August 6, 2019 Special Meeting, August 13, 2019 Special Meeting and August 26, 2019 Regular Meeting.

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

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Roll Call:

Yes-Mrs. Giblin	Absent-Mr. Hale	Yes-Mrs. Matuch	Abstained-Mr. Moran	Yes- Mr. Worth
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**V. Correspondence** - *Mrs. McCarthy indicated that there was no correspondence.*

**VI. President’s Statement-** *Mr. Worth stated that September was a great month for Mountz and commented on some of the highlights of the month: i.e. Patriot’s Day, Back to School Night and the library ribbon cutting ceremony.*

**VII. Public Comments on Agenda Items Only-** *Mr. Roche asked about the steps being taken to reduce residency fraud and parents to provide proof of residency. Mr. LaValva commented that the emergency cards are needed right away but this is a good point and he will look into additional measures to provide proof of residency.*

**VIII. Committee Reports**

A. Strauss Esmay Policies Update - *Mr. Worth stated that Mr. LaValva will decide who needs training and who will handle the pile of new policies to go through and update.*

B. Ad Hoc Committee and Liaison Reports

1. Report from Liaison to NJSBA - *Mr. Worth will serve as the liaison.*
2. Manasquan BOE Liaison - *Mr. Moran will attend the Board meetings even though there is no official seat.*
3. Report from Liaison to HWM PTA - *Mrs. Matuch commented on the ribbon cutting ceremony for the library, the PTA website is almost ready and volunteers are needed for the kitchen tour on October 19th.*
4. Report from Liaison to Spring Lake Educational Foundation - *Mr. Moran will serve as the liaison.*
5. Report from Liaison to the Booster Club - *Mrs. Giblin introduced the cross country coach, Mrs. Patterson who remarked that approximately 0 children are signed up for the team.*
6. Ad hoc Communication Committee - Mrs. Matuch
7. Ad hoc Future of Mountz Committee - Mr. Worth  
Demographic study request  
Letter of introduction request -committee fact finding.

C. Committee Reports

1. Finance, Negotiations, Personnel - Mr. Worth, Mrs. Giblin
2. Building, Grounds, and Security - Mr. Worth, Mrs. McCarthy
3. Curriculum, Instruction, Student Needs - Mrs. Matuch, Mrs. Giblin

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4. Communications - Mrs. Matuch, Mrs. Giblin
5. Policy and Legislation - Mr. Worth

**IX. Administrative Report/ Presentations**

- A. Report on School Opening
- B. 2019-2020 Theme Video
- C. Monthly HIB Report
- D. Report on Enrollment

<b>HW Mountz</b>	<b>146 Students (13 Non-Residents)</b>
<b>Manasquan High School</b>	<b>55 Students</b>
<b><u>Other:</u> Special Education Out of District Monmouth County Vocational School Red Bank Regional</b>	<b><u>Students</u> 11 10 4</b>
<b>Non-Public Transportation</b>	<b>87 students</b>

**X. Action Items**

**A. Curriculum and Instruction**

A1. Motion to approve Grade 2 Non-Resident Student at the Board approved rate of \$6,000 for the 2019-2020 School Year

A2. Motion to approve Memorandum of Agreement (MOA) with the Spring Lake Police Department for the 2019-2020 School Year

A3. Motion to approve the following class trips:

Class	Teacher(s)	Destination
Kindergarten	Mrs. Roberts, Miss Ping	Walking Trip to Spring Lake Police, Fire and First Aid-Spring Lake, NJ
Grade 4	Mrs. Callahan, Miss	Kidsbridge Tolerance Museum-Ewing NJ

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	Clark	(PTA Mini Grant)
Grade 8	Mrs. Salway, Mrs. Marcus Feld, Mr. Livingood	Gettysburg National Military Park-Gettysburg, NJ  Indian Echo Caverns-Hummelston, PA
Grade 7	Mrs. Salway, Mr. Livingood, Mrs. Henry	Algonquin Theater-Manasquan, NJ
Grade 7	Mrs. Salway, Mr. Livingood, Mrs. Henry, Mrs. Brierley	Silverball Museum and Arcade, Porta Pizza-Asbury Park, NJ

A4. Motion to approve the following facility use requests:

Spring Lake Titans  
Gymnasium-as available 2019-2020 School Year  
Requested by: Jerry Prior

PTA  
All Purpose Room, Conference Room, Classrooms as Requested  
2019-2020 School Year, July-September, 2020 as Requested  
Requested by: Kiernan DiFeo, Denise Monello

Thursday, October 10, 2019 (Potential HS Fair)

A5. Motion to approve the Charlotte Danielson Framework for staff observations and evaluations for the 2019-2020 School Year.

On motion by \_\_\_\_\_, and seconded by \_\_\_\_\_:

Roll Call:

___Mrs. Giblin	___Mr. Hale	___Mrs. Matuch	___Mr. Moran	___Mr. Worth
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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:
Linda Krebs	September 27, 2019	Shore Consortium Planning	\$0	.31 mile	\$7

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		Meeting-Eatontown Memorial School-Eatontown, NJ			
Matthew Tonzola	September 27, 2019	Shore Consortium Planning Meeting-Eatontown Memorial School-Eatontown, NJ	\$0	.31	\$7
Anthony DeStefano	October 22, 2019	NJ Science Teachers Convention-Princeton, NJ	\$180	\$13	\$192
Denise McCarthy	October 21-23, 2019	New Jersey School Boards Association-Annual Conference-Atlantic City, NJ	\$ 375	\$ 345 Hotel	\$ 720
Cheryl Salway	October 22-23, 2019	New Jersey School Boards Association-Annual Conference-Atlantic City, NJ	\$0	\$0	\$0
Andrea Brierley	December 12, 2019	LDTC Consortium Workshop-Morganville, NJ	\$0	\$15	\$15
Ellen Cosentino	September 25, 2019	Monmouth County Vocational School District Counselor Breakfast	\$0	\$0	\$0

B2. Motion to approve John Livingood as Softball Coach for the 2019-2020 School Year at the SLEA CBA rate of \$2,500.

B3. Motion to approve change Steve Janelli from BA-5 (as previously approved on June 17 2019) at a salary of \$ 63,090 to MA-5 at a salary of \$ 65,090.

B4. Motion to approve the reappointment of Jeannine MacDonald at MA-2- .4 equivalent at a salary of \$ 24,476.

B5. Motion to approve adding Sanda Schramm as a substitute teacher for the 2019-2020 school year at the per diem rate of \$85 pending criminal history clearance.

B6. Motion to approve Joseph Moynihan as a substitute teacher for the 2019-2020 school year at the per diem rate of \$85 pending criminal history clearance.

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B7. Motion to approve amending the employment of Krystyna Domogala from Acting Superintendent/Principal to Principal for the period July 23, 2019 through August 31, 2019, at a per diem rate of \$118.44, which payment is in addition to the salary paid to Ms. Domogala to serve as Assistant Principal and Director of Special Services.

B8. Motion to amend the following 2019-2020 Annual Appointments and Authorizations

Acting Board Secretary – Dr. Stephen LaValva  
Custodian of the H.W. Mountz School Fund –Dr. Stephen LaValva and Denise

McCarthy

Emergency Management Council Member – Dr. Stephen LaValva  
MOESC Representative – Dr. Stephen LaValva  
District Test Coordinator – Dr. Stephen LaValva

B9. Motion to approve the 2019-2020 Paraprofessional Statement of Assurance (SOA)

On motion by \_\_\_\_\_, and seconded by \_\_\_\_\_:

Roll Call:

___Mrs. Giblin	___Mr. Hale	___Mrs. Matuch	___Mr. Moran	___Mr. Worth
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**C. Student Services**

C1. Motion to approve Bus Evacuation Drill-Bus provided by Wall Township Schools at the rate of \$100

C2. Motion to approve Briggs Transportation Services for the 2019-2020 School Year

C3. Motion to approve settlement agreement for (SID 8897751943)

C4. Motion to approve the tuition contract from Project Enterprise, LLC, for student (SID 4893883869) in the amount of \$38.00 per session rate, from September, 2019 - June, 2020, for student attending two days a week.

C5. Motion to approve of the tuition contract from Project Enterprise, LLC, for student (SID 8636445771) in the amount of \$38.00 per session rate, from September, 2019 - June, 2020, for student attending two days a week.

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C6. Motion to approve the additional paraprofessional services, for student (SID 1667616081), attending Wall Township School District, for participation in extra curricular activity for SY 2019-2020, starting on September 27, 2019 0 June, 2020, for every Tuesday and Friday from 8:10am-8:50am.

C7. Motion to approve nursing services for student (SID 1667616081), attending Wall Township School District, for participation in extra curricular activity for SY 2019-2020, starting on September 27, 2019- June, 2020, for every Tuesday and Friday from 8:10am-8:50am.

On motion by \_\_\_\_\_, and seconded by \_\_\_\_\_:

Roll Call:

____ Mrs. Giblin	____ Mr. Hale	____ Mrs. Matuch	____ Mr. Moran	____ Mr. Worth
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**D. Finance**

D1. Motion to approve the Board Secretary and Treasurer Reports - July and August 2019

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 August 31, 2019, 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 months of July and August 2019; 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.

D2. Motion to approve Bills List in the amount of \$ 341,887.99.

D3. Motion to approve Gross Payroll Expenses:

August 15, 2019 in the amount of \$ 41,755. 89  
August 30, 2019 in the amount of \$ 32,651.60

D4. Motion to approve transfers in the amount of \$ 110,683.80 for the month of July 2019 and \$1,679.48 for the month of August 2019.

D5. Motion to approve non-public entitlements for 2019-2020;

WHEREAS, the Spring Lake Board of Education has consulted with the administrator of the

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participating nonpublic school located within the Public School District;and

WHEREAS, the Spring Lake Board of Education has advised the nonpublic school regarding the limit of funds available for the full time pupils enrolled in the nonpublic school; and

WHEREAS, the Spring Lake Board of Education is in agreement with the services to be provided to the non-public school within the limit of the funds that are available;

NOW, THEREFORE, BE IT RESOLVED that the Spring Lake Board of Education accept the 2019-20 New Jersey Nonpublic entitlements for the nonpublic school as follows:

Nonpublic Textbook Aid-	\$ 15,497
Nonpublic Nursing Service Aid-	\$ 28,518
Nonpublic Technology Aid-	\$ 10,584
Nonpublic Security Aid-	\$ 44,100
Chapter 192 Aid	\$ 32,392
Chapter 193 Aid	\$ 65,321

D6. Motion to approve the donation of two trees and a commemorative plaque valued at approximately \$450 in total from the H.W. Mountz class of 2019.

On motion by \_\_\_\_\_, and seconded by \_\_\_\_\_:

Roll Call:

____ Mrs. Giblin	____ Mr. Hale	____ Mrs. Matuch	____ Mr. Moran	____ Mr. Worth
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**E. Policy**

E-1. Second reading of Policy and Administrative Regulation Number 7510- Use of School Facilities.

On motion by \_\_\_\_\_, and seconded by \_\_\_\_\_:

Roll Call:

____ Mrs. Giblin	____ Mr. Hale	____ Mrs. Matuch	____ Mr. Moran	____ Mr. Worth
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**XI. Old Business**

**XII. New Business**

**XIII. Public Comment on Non-Agenda Items**

**XIV. 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



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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 September 23, 2019 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 in which the release of information would impair a right to receive funds from the United States Government
- 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
- Possible imposition of a civil penalty or suspension

**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 exist. Action WILL be taken on one or more items stated above.

Motion to enter Executive Session by \_\_\_\_\_, and seconded by \_\_\_\_\_ Time \_\_\_\_\_ PM:  
Roll Call:

___ Mrs. Giblin	___ Mr. Hale	___ Mrs. Matuch	___ Mr. Moran	___ Mr. Worth
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Motion to exit Executive Session by \_\_\_\_\_, and seconded by \_\_\_\_\_ Time \_\_\_\_\_ PM:  
Roll Call:

___ Mrs. Giblin	___ Mr. Hale	___ Mrs. Matuch	___ Mr. Moran	___ Mr. Worth
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**XV.** Action items pursuant to Executive Session:

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Motion to approve item (s) \_\_\_\_\_ by \_\_\_\_\_, and seconded by \_\_\_\_\_:

Roll Call:

____ Mrs. Giblin	____ Mr. Hale	____ Mrs. Matuch	____ Mr. Moran	____ Mr. Worth
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**XVI. Adjournment**

Motion to exit Adjourn by \_\_\_\_\_, and seconded by \_\_\_\_\_, Time: \_\_\_\_\_ PM:

Roll Call:

____ Mrs. Giblin	____ Mr. Hale	____ Mrs. Matuch	____ Mr. Moran	____ Mr. Worth
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