

**SPRING LAKE BOARD OF EDUCATION  
WORK SESSION MEETING MINUTES**

November 13, 2017 6:30 P.M.

**I. Call to order:** This meeting was called in accordance with the provisions of the "Open Public Meetings Act," C.231, PL. 1975, and notices were forwarded to newspapers, to Board members and were posted as required.

Roll Call	Present	Arrived at	Absent	Time:	p.m.
Mr. Daino	X				
Mr. Ferraro			X		
Mrs. Foy	X				
Dr. Sterling	X				
Mrs. Valori	X				

Also Present: Dr. Boccuti, CSA; Ms. Davis, Interim SBA/BS, Paul Griggs, Esq. Board Attorney

**II. Flag salute**

**III. Student Recognition - PARCC and NJASK Science** will be Presented at the Board of Education Regular Meeting on November 27, 2017

**IV. Public Comments on Agenda Item Only- 6:38 PM - 6:43 PM**

Brea Blum-questioned the need for the Drama Club additional practise days for Saturdays commencing in December-concerned about "disappearing" 8th grade snacks, trash and lack of supervision.

Paul Griggs, Esq. advised that the SLD Club must follow the Board Policy on Use of Facilities-Dr. Boccuti will enforce.

**V. Discussion by Topic**

A. General

1. Building & Grounds Update - Dr. Boccuti and Ms. Davis

Dr. Boccuti informed the Board of a meeting with Kevin Settembrino, Architect to discuss access to the District LRFP for updates and to arrange for dates for the building to be inspected by an Engineer and staff Architect. Report anticipated by February 2018.

B. Business Office Update - Ms. Davis advised Audit ongoing with expected Presentation:

1. June 30, 2017 Audit Presentation, Paul Cuva, CPA Board of Education Regular Meeting  
December 18, 2017

**VI. Approval of Minutes**

**RESOLVED:** To approve, upon recommendation of the Superintendent, the Minutes of the October 10, 2017 Work Session and the October 23, 2017 Regular Meeting of the Spring Lake Borough Board of Education.

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**VII. Interim School Business Administrator's Report**

A. Secretary and Treasurer Reports - August 2017 To be Attached 11/27/17

**RESOLVED:** That the Interim 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 November 27, 2017, 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 August 31, 2017; 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.

B. Approval of Expenditures

1. Approval of Bills List dated November 27, 2017 in the amount of \$TBD
2. Approval of Hand Checks -

NJSHBP- 7/17/17	\$ 57,136.53
NJSHBP - 8/29/17	\$ 59,058.84
NJSHBP - 9/13/7	\$ 58,268.30
NJSHBP - 10/30/17	\$129,371.91
Check # 7190 10/10/17 Borgata	\$ 610.00
Correction 10/23/17 Bills List-add	\$ 516.75 Payee Design Inc. Ck #7207
3. Approval of Gross Payroll Expense for:

October 30, 2017 in the amount of	\$154,273.27
November 15, 2017 in the amount of	\$TBD

C. Bank Account Corrections - Prior Years- Recommended in 6/30/16 and 6/30/17 Audits

**RESOLVED:** That the Spring Lake Borough Board of Education authorize the Interim BA to void the transactions, which will adjust the District Bank Accounts and Accounting Records as of 11/1/17, as listed below:

Warrant Account:

Adjustments	
3/28/12 Refund shortage	\$ .24
9/24/12 Ck # 3624 bk error	\$ 10.00
10/31/13 Transfer to P/R	\$ .01
10/31/13 Transfer to Agency	\$ .01
10/28/13 Ck # 4354 bk error	\$ .20
3/14/14 Transfer P/R & Agency	\$(930.13)

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6/23/14 Ck # 4773 Bk error	\$ 1.00
11/30/15 Ck # 5854 Bk Error	\$ <u>5.00</u>
Net Total	\$(913.67) To be added to Warrant Account

Stale dated Outstanding Checks	
12/15/11 Ck # 3067 Payee NA	\$ 4.45
6/25/12 Ck # 3470 Payee NA	\$ 65.99
9/24/12 Ck # 3618 Payee NA	\$ 67.18
11/26/12 Ck # 3752 Payee NA	\$ 11.11
1/28/13 Ck # 3855 Payee NA	\$ 50.00
10/28/13 Ck # 4359 Karen O'Sullivan	\$ 14.57
10/28/13 Ck # 4369 Nancy Ritchey	\$ 4.81
6/23/14 Ck # 4777 Barnes & Noble	\$ 76.64
10/23/14 Ck # 5080 Cheryl Salway	\$ 5.30
11/20/14 Ck # 5110 Anthony DeStefano	\$ 12.09
6/30/15 Ck # 5485 Nicole Fancera	\$ <u>50.00</u>
Net Total	\$(362.14) To be added to Warrant Account

D: Approval of Transfers July 2017 - November 27, 2017 Report to be Provided

**RESOLVED:** That the Spring Lake Borough Board of Education accepts the Year to Date, 7/1/17-11/27/17 Transfer Report - Attached.

E: Disposal of Records/Surplus Property

**RESOLVED:** That the Spring Lake Borough Board of Education, approve and declare records and property as surplus property to be disposed of by the Board of Education in accordance with Title 18A :

- File Bank - See attached List of Records dated 7/27/17
- 2 old Soccer goals
- 2 metal shelves from gym
- 1 broken library chair
- 1 broken student chair, 1 broken library table
- 1 broken (not repairable) power washer

**VIII. Superintendent's Report**

ADMINISTRATION

A. Report on Enrollment

HW Mountz	196 Students (24 Non-Residents)
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Manasquan High School	47 Students
<u>Other:</u> Special Education Out of District Monmouth County Vocational School Red Bank Regional	<u>31 students</u> 11 students 15 students 5 students
Non-Public Transportation	87 Students

B. Class Trips

Class	Teacher(s)	Destination
NJHS Students	Mrs. Dettlinger	FulFill-Monmouth and Ocean County Food Bank-Neptune, NJ
Grade 7, 8 Peer Mediators	Mrs. Dettlinger	First Presbyterian Church-Manasquan, NJ Peer Leader Workshop
Grade 3	Mrs. Abbot, Mrs. Callahan, Miss Ping	Walking Trip to Arbors-Spring Lake, NJ
Grade 2	Mrs. Hallowell, Mr. Tonzola	Sandy Hook National Park-Sandy Hook, NJ
Grade 1	Mrs. McGowan, Mrs. Krebs, Mrs. Kapoor	Longstreet Farm-Holmdel, NJ and Monmouth Museum-Lincroft, NJ
Grade 8 SEA Students	Mrs. Krebs	Poetry Convocation-New York, NY

C. Use of Facilities

Drama Club-Additional Dates Requested:

- December 9th 2017
- December 16th 2017
- January 6th 2018
- January 13th 2018
- January 20th 2018
- January 27th 2018
- February 3rd 2018
- February 24th 2018

**RESOLVED:** To approve, upon recommendation of the Superintendent, to Administration Report items A-C:

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CURRICULUM/INSTRUCTION

A. (Approval item at end of agenda)

PERSONNEL

A. Professional Development Workshop and Travel Log:

Staff Member:	Date(s):	Description:	Registration Fee:	Travel Fees:	Est. Total:
Matthew Tonzola	November 14, 2017	NJSLA Science Meeting-New Brunswick, NJ	\$0	\$23.24	\$23.25
Lauren Marcus Feld	November 15-19, 2017	National Social Studies Conference-San Francisco, CA <i>Sponsored by SLED</i>	\$300	\$1,721	\$2,021
Ellen Cosentino	November 17, 2017	Developing Social and Emotional Skills in Our Skills-Princeton, NJ	\$0	\$.31 per mile	
Amy Lyons	November 17, 2017	Developing Social and Emotional Skills in Our Skills-Princeton, NJ	\$0	\$.31 per mile	
Louise B. Davis	December 1, 2017	MOCSSIF Meeting-Pt. Pleasant, NJ	\$0	\$3.66	\$3.66
Karen Dettlinger	December 14, 2017	Train the Trainer Conference: Mathematics, STEM and Technology	\$199	\$10	\$209
Nicholas Alvarez	February 26-27, 2018	NJ Health and Physical Education Convention-Long Branch, NJ	\$250	\$17	\$267
Anthony DeStefano	March 15-18, 2018	National Science Convention-Atlanta, GA	TBA	TBA	TBA
Mary Pearce	March 15-18, 2018	National Science Convention-Atlanta, GA	TBA	TBA	TBA

B. Neena Kapoor-Unpaid Leave-November 2 (half-day), November 3, November 6, November

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7, and November 8.

C. Margaret Ping as leave replacement teacher for Gwen Barsel for (TBA) at Ms. Ping's daily rate of \$102.66.-(Leave Cancelled- will not need action)

**RESOLVED:** To approve, upon recommendation of the Superintendent, Personnel Report items A-C:

STUDENT SERVICES

A. (Placeholder) Speech Therapy Services for student (SID #7657362012).

B. (Placeholder) Out of school district (OOD) placement and contract for student (SID #4893883869) pending acceptance, to include related services and receipt of the contract and review by the Assistant Principal, Director of Student Services and Business Administrator.

C. (Placeholder) Transportation and contract for student (SID# 4893883869), pending out of district (OOD) placement.

D. (Placeholder) Provider and contract to outsource child study team services as needed during transition between the departure of the former LDTC and start of the new LDTC.

E. Pediatric neurodevelopmental evaluation for student (SID# 9900806919) completed by Dr. Aloisio at the Child Evaluation Center at a cost of \$460.

F. HIB Report November 2017

**RESOLVED:** To approve, upon recommendation of the Superintendent, Student Services Report items A-F:

POLICY

A. Strauss Esmay Policies - First read of series 2000 - Program, 2132 -2412- Paul Griggs Esq. assured the Board that he had reviewed all the 2000 Series Policies

- 2132 School District Goals & Objectives
- 2200 Curriculum Content (adopted 3/20/17)
- 2210 Curriculum Development
- 2220 Adoption of Courses
- 2230 Curriculum Guides
- 2240 Controversial Issues
- 2260 Affirmative Action Program for School & Classroom Practices-(adopted 3/20/17)
- 2270 Religion In the School
- 2310 Student Grouping
- 2312 Class Size
- 2330 Homework

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- 2340 Field Trips
  - 2360 Use of Technology
  - 2361 Acceptable Use of Computer Networks/Computers and Resources
  - 2363 Student Use of Privately Owned Technology- Note: Mrs. Foy "Should match what we do"
  - 2411 Guidance Counseling
  - 2412 Home Instruction Due to Health Condition
- Section 2415-2415.30 All Related to NCLB now changed to ESEA-will await update from Strauss Esmay before Board does Fist Read.
- 2416-2700 Will be presented at next Meeting

STRATEGIC PLAN- Dr. Boccuti will provide an update November 27, 2017

APPROVAL ITEMS

- A. The Spring Lake Borough Board of Education accepts and adopts the curricula aligned to the New Jersey Student Learning Standards (NJSLS) that presented to the Board of Education at the regular meeting held on August 21, 2017.
- B. In accordance with the New Jersey Single Accountability Continuum (NJQSAC) requirements, the Spring Lake Borough Board of Education accepts the following NJQSAC components requiring review and approval prior to submission on November 15, 2017:
  - 1. Statement of Assurance - Attached
  - 2. Declaration page - Attached
  - 3. Resolution - Attached

**RESOLVED:** To approve, upon recommendation of the Superintendent, approval items A and B.

On motion by Mr. Daino and seconded by Mrs. Valori to approve the items A and B:

Roll Call:

___ Mr. Ferraro	Yes Mrs. Foy	Yes Dr. Sterling	Yes Mrs. Valori	Yes Mr. Daino
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**IX. Old Business - None**

**X. New Business -**

A. JV Boys and Girls Basketball Teams - Dr. Boccuti, Mrs. Hanlon, Mr. Alvarez, Mr. Livingood  
 Dr. Boccuti advised the Board that due to the inactive Booster Club and SLED having no provision to support athletics, there is no provision to run the Winter JV Basketball Programs (Boys & Girls)  
 Historically this has not been a Board sponsored Club :after much discussion the following Resolution was proposed:

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RESOLUTION; "2017-2018 School Year the Board of Education will establish JV Girls & Boys Basketball, to be run by volunteers, pending Criminal history background checks: Transportation as per Board Policy"

Motion: Mrs. Foy Second: Dr. Sterling

Roll Call: Yes Mrs. Foy Yes Dr. Sterling Yes Mrs. Valori Yes Mr. Daino

**XI. Public Comment/Visitors - None**

**XII. 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 May 22, 2017 at: 7:50 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



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reasons for discussing and acting upon it in closed session no longer exist. Action will be not be taken on any of the items stated above.

Motion for Executive at 8:02 PM  
Dr. Sterling  
Ayes

Second  
Mrs. Valori

**XIII. Adjourn @ 9:05 PM**

**Respectfully Submitted,**



**Louise B. Davis  
Interim Board Secretary**