

**SPRING LAKE BOROUGH BOARD OF EDUCATION
REGULAR MEETING MINUTES
February 25, 2019, 6:30 PM**

I. Call to order: Mr. 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 forwarded to newspapers, to Board members and were posted as required.

Roll Call	Present	Arrived at	Absent	Time: 6:30 PM
Mr. Worth	X			
Mrs. Giblin	X			
Mr. Ferraro	X			
Mrs. Matuch	X			
Mrs. Valori	X			

Dr. Raymond J. Boccuti - Superintendent, CSA; Denise McCarthy - SBA/BS; Paul Griggs, Esq.- Board Attorney

II. Flag salute

III. President's Statement - Mr. Worth discussed the upcoming vote on the Memorandum of Agreement for the salary guides of the new Board of Education/Spring Lake Education Association Collective Bargaining Unit Agreement and announced that the union was ready to ratify the contract.

IV. Student and Staff Recognition - Dr. Boccuti

Spelling Bee - Catharine Little - Dr. Boccuti gave recognition and offered congratulations.

Geography Bee - Joseph Graff - Dr. Boccuti gave recognition and offered congratulations.

Teachers: 2018 NJ Exemplary Elementary Educators - Deborah Hallowell, Linda Krebs, Mary Pearce, Laura Roberts - Dr. Boccuti read a synopsis of their letters and how they were nominated.

NJDOE ELA Standards Revision Committee - Laura Roberts, Cheryl Salway - Dr. Boccuti discussed.

Garden State Film Festival 2019 Educator of the Year - Mrs. Krebs - Dr. Boccuti discussed.

V. RESOLVED: To approve Memorandum of Agreement, including salary guides, by and between the Spring Lake Borough Board of Education and Spring Lake Education Association for the term July 1, 2018 through June 30, 2021.

On motion by Mr. Worth and seconded by Mrs. Matuch:

Roll Call: 5-0

<u> </u> Y <u> </u> Mr. Ferraro	<u> </u> Y <u> </u> Mrs. Giblin	<u> </u> Y <u> </u> Mrs. Matuch	<u> </u> Y <u> </u> Mrs. Valori	<u> </u> Y <u> </u> Mr. Worth
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VI. Safety and Security Update - Dr. Boccuti

(Tabled by Mr. Worth for Executive Session.) **RESOLVED:** To approve, upon recommendation of the Superintendent, C & M Door Controls, Inc. for continued implementation of the Board of Education approved safety and security plan in the amount of \$3,400 which was the lowest of three quotes received.

On motion by Mrs. Matuch _____, and seconded by Mr. Ferraro _____:

Roll Call:

<u> Mr. Ferraro</u>	<u> Mrs. Giblin</u>	<u> Mrs. Matuch</u>	<u> Mrs. Valori</u>	<u> Mr. Worth</u>
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(Tabled by Mr. Worth for Executive Session.) **RESOLVED:** To approve, upon recommendation of the Superintendent, Atlantic Flooring and Solar Window for continued implementation of the Board of Education approved safety and security plan in the amount of \$35,806 which was the lowest of three quotes received.

On motion by _____, and seconded by _____:

Roll Call:

<u> Mr. Ferraro</u>	<u> Mrs. Giblin</u>	<u> Mrs. Matuch</u>	<u> Mrs. Valori</u>	<u> Mr. Worth</u>
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VII. Public Comments on Agenda Items Only - Mr. Worth opened that he would suspend rules to listen to rumors about staffing, Mrs. Mawn - Has heard rumors about cuts to Mrs. Marcus Feld's social studies position and she expressed support for Mrs. Marcus Feld, Mrs. Lynch - Did not wish to repeat Mrs. Mawn's comments but was more interested in pursuing budget cuts through shared services and special education needs to drive the schedule, Mr. Worth - Interjected that he was looking a shared services, Mrs. Gammon - Reiterated Mrs. Mawn's comments about Mrs. Marcus Feld, Mrs. Farmer - Thanked Mr. Worth for opening up comments for Mrs. Marcus Feld and expressed support for her, Mrs. Mawn - Worried about the disrespect towards Mrs. Marcus Feld, Mr. Worth stated there would be no programs cut.

VIII. Discussion by Topic

A. General

1. Building & Grounds Update - Dr. Boccuti, Mrs. McCarthy - Mrs. McCarthy provided an update on discarding obsolete materials and a brief library update, Dr. Boccuti provided an update on three quotes for building improvement items to be built in the budget, Mr. Worth discussed potential shared services with the Spring Lake Borough.

IX. Approval of Minutes- December 17, 2018 and January 28, 2019

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

Roll Call: 5-0

<u>Y</u> Mr. Ferraro	<u>Y</u> Mrs. Giblin	<u>Y</u> Mrs. Matuch	<u>Y</u> Mrs. Valori	<u>Y</u> Mr. Worth
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X. School Business Administrator's Report

A. Secretary and Treasurer Reports - January 2019

B. Approval of Expenditures:

1. Approval of the Bills List-February 2019 in the amount of \$270,791.98.
2. Approval of Gross Payroll Expense in the amount of \$156,314.49 for the pay period ended January 15, 2019 and \$158,485.32 for the pay period ended January 30, 2019.
3. Approval of Transfers in the amount of \$379,104. (Due to new salaries.)

C. Acceptance of Audit

The annual audit for the fiscal year ended June 30, 2018 be accepted and placed on file and the following corrective action plan will be implemented:

Recommendation Number	Corrective Action Approved by the Board	Method of Implementation	Person responsible for Implementation	Completion Date of Implementation
2018:01	The wages reported on Federal Form 941 and NJ Form W-3 were not in agreement with the W-2 Federal and State wages	Thorough review and reconciliation	SBA	2/28/19
2018:02	The Special Revenue subsidiary Ledger was not in agreement with the Board Secretary's report	Balanced on a monthly basis	SBA	Ongoing

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2018:03	The continuing disclosure requirements documents were not filed in a timely manner with EMMA	Phoenix Advisors was hired	SBA	12/18
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Mr. Worth expressed gratitude to Mrs. McCarthy and discussed his perception of a need for payroll request.

RESOLVED: To approve, upon recommendation of the School Business Administrator, Report Items A. - C.:

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

Roll Call: 5-0

<u>Y</u> Mr. Ferraro	<u>Y</u> Mrs. Giblin	<u>Y</u> Mrs. Matuch	<u>Y</u> Mrs. Valori	<u>Y</u> Mr. Worth
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XI. Superintendent's Report

ADMINISTRATION

A. Report on Enrollment

HW Mountz	174 Students (15 Non-Residents)
Manasquan High School	41 Students
<u>Other:</u> Special Education Out of District Monmouth County Vocational School Red Bank Regional	<u>Students</u> 11 Students 11 Students 4 Students
Non-Public Transportation	87 Students

B. Class Trips

Class	Teacher(s)	Destination
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TBA	TBA	Unified Sports Day-Spring Lake Heights, NJ
Grade 3	Mrs. Abbot, Mr. Tonzola	Manasquan Reservoir-Howell, NJ
Grade 7 Students (4)	N/A	Manasquan Elementary School Pi Day Convocation-Manasquan, NJ
Grade 7 SEA	Mrs. Krebs, Mrs. Iacouzzi, Mrs Pearce or TBA	Music and Movies Convocation-Middletown, NJ

C. Use of Facilities

Spring Lake Recreation
Gymnasium
August 5-9, 2019
August 12-16, 2019
Future Starts 9-11
Shoregirls 9-12
Requested by: Kathy Heine

Mrs. Giblin asked to develop a policy to charge for facilities utilization and opened up BOE discussion. Follow up for Mr. Griggs to produce a policy template and for Mrs. McCarthy to reach out to Avon, Sea Girt and Spring Lake Heights to see what fee structure they use.

RESOLVED: To approve, upon recommendation of the Superintendent, Administration Items B. and C.:

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

Roll Call: 5-0

<u> </u> Y <u> </u> Mr. Feraro	<u> </u> Y <u> </u> Mrs. Giblin	<u> </u> Y <u> </u> Mrs. Matuch	<u> </u> Y <u> </u> Mrs. Valori	<u> </u> Y <u> </u> Mr. Worth
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CURRICULUM/INSTRUCTION

A. Curriculum adjustments and provisions as required by NJQSAC preparations and reviewed with the NJQSAC Committee. - Mr. Worth questioned the best way for the Board of Education to gain more specific information, Dr. Boccuti recommended Mrs. Matuch, as Board of Education Curriculum Committee liaison could secure specific updates in her

B. Draft 2019-2020 School Calendar

RESOLVED: To approve, upon recommendation of the Superintendent, Curriculum/Instruction Item

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A.:

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

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<u>Y</u> Mr. Ferraro	<u>Y</u> Mrs. Giblin	<u>Y</u> Mrs. Matuch	<u>Y</u> Mrs. Valori	<u>Y</u> Mr. Worth
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PERSONNEL

A. Professional Development Workshop and Travel Log:

Staff Member:	Date(s):	Description:	Registration Fee:	Travel Fees:	Est. Total:
Eleanor Cosentino, Krystyna Domogala	March 26, 2019	Implementing Targeted Literacy Interventions in Tiers 1, 2, 3, Park II-Eatontown, NJ	\$0	.31 per mile	
Kelly Clark	March 27, 2019	Evidence Based Practices for Autism: Social Skills Instruction-Eatontown, NJ	\$0	.31 per mile	

B. Extension of Family Medical Leave for Michele Lee to the end of the 2019-2020 second marking period.

C. Extension of long term substitute Psychologist, Jeannine McDonald, to the end of the 2019-2020 second marking period.

D. Appointment of School Nurse, Bridget K. Koch, start date TBA, at the prorated salary of \$73,470 representing Master's level, step 11 on the status quo SLEA collective bargaining unit agreement salary and subject to adjustment upon Board of Education adoption of the new SLEA collective bargaining unit agreement.

E. Appointment of Substitute School Nurse, Marge Kincaid, appointment at a per diem rate of \$120 through the TBA start date of Bridget K. Koch.

RESOLVED: To approve, upon recommendation of the Superintendent, Personnel Item A. - E.:

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

Roll Call: 5-0

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STUDENT SERVICES

A. HIB Report- No HIB incidences to report.

B. Student Code of Conduct- Dr. Boccuti answered some questions as to how discipline is handled i.e. using PBSIS which is recognizing when students are caught doing something right when no one is looking.

RESOLVED: To approve, upon recommendation of the Superintendent, Student Services Item A. and B.:

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

Roll Call: 5-0

<u> </u> Mr. Feraro	<u> </u> Mrs. Giblin	<u> </u> Mrs. Matuch	<u> </u> Mrs. Valori	<u> </u> Mr. Worth
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POLICY - Dr. Boccuti provided a report that Strauss Esmay is targeting no later than April 15th for our new BOE policies as Mr. Worth questioned if they can post what is approved. Mr. Worth asked Dr. Boccuti to request that Strauss Esmay move our approved BOE policies online ASAP.

A. Ad Hoc Committee and Liaison Reports

1. Report from Liaison to NJSBA - Mrs. Valori- Updated the Board of Education on the NJDOE/NJSBA new evaluation tool for the Superintendent and self-evaluation for the BOE.
2. Manasquan BOE Liaison - Discussion at meeting - Mr. Worth asked Dr. Boccuti if anything had changed. Dr. Boccuti reported nothing has changed since the offer from Belmar's BOE's to take Spring Lake Borough BOE's first year in addition to their own year in the rotation. Mr. Worth asked Dr. Boccuti once again reach out again to Dr. Richens, Avon, and Lake Cuomo while Mr. Griggs explores rotation.
3. Report from Liaison to HWM PTA - Mrs. Matuch - Provided a report from the most recent PTA meeting, provided a library update and, after Board of Education members sought to direct the project to a staff member, Mr. Griggs redirected the Board that the Superintendent needed to assign the staff member. Dr. Boccuti agreed to assign the project to appropriate staff member(s).
4. Report from Liaison to Spring Lake Educational Foundation - Mr. Ferraro - Reported on upcoming "Cool the School" fundraising endeavor.

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5. Report from Liaison to the Booster Club - Mrs. Giblin - Provided a Booster Club update. Requested recognition of Boys Basketball team at the March BOE public meeting.

6. Ad Hoc Communication Committee Tabled Discussion - Mrs. Matuch - Facilitated a meeting with Dr. Boccuti and Mrs. Cauldwell, and reported on extended discussion.

B. Committee Reports

1. Finance, Negotiations, Personnel - Mr. Worth, Mrs. Giblin - Reported on committee meetings to date with tentative March 11, 2018 for a preliminary budget presentation.
2. Building, Grounds, and Security - Mr. Worth, Mr. Ferraro - Reported on committee meetings to date.
3. Curriculum, Instruction, Student Needs - Mrs. Matuch, Mrs. Giblin - Previously reported above.
4. Communications - Mrs. Matuch, Mrs. Giblin - Previously reported above.
5. Policy and Legislation - Mrs. Valori, Mr. Worth - Mrs. Valori and Dr. Boccuti asked questions in reference to how the committee should get started and proceed. Mr. Worth questioned when his desired policies would be addressed.

Mr. Worth recommended to the Board of Education to authorize a five year plan on enrollment and jettison the remaining Strategic Plan. Assigned to Mrs. McCarthy.

C. Board of Education, School District Committees Discussion - Dr. Boccuti, Mr. Griggs

RESOLVED: To approve, upon recommendation of the Superintendent, Policy Items A. and B.:

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

Roll Call: 5-0 Roll Call: 5-0

Y Mr. Ferraro	_Y_ Mrs. Giblin	_Y_ Mrs. Matuch	_Y_ Mrs. Valori	_Y_ Mr. Worth
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XII. Old Business - Mr. Ferraro - Made a motion for shared services letter to all sending school districts, second by Mrs. Valori, discussion, vote 5-0, made a motion to accept the voting seat at Manasquan for the Board of Education President/designee, second by Mrs. Valori, discussion, vote 4-1, Mr. Worth refused to serve, no other Board members accepted, Mr. Ferraro mad a motion for the full Board of Education to review the five year plan to decide to move forward, second by Mrs. Valori,

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discussion, vote 4-0, 1 abstention, Mrs. Matuch - Questioned the status of Gov deals

XIII. New Business

XIV. Public Comment on Any Topic - Mrs. Panzini read a statement about declining enrollment while expressing a desire to not touch middle school social studies, comments on shared services agreement, comments on staffing, comments on Superintendent's professional obligations, Mrs. O'Hearn echoed Mrs. Panzini's comments, Mrs. DiFeo shared an email about how Mrs. Marcus Feld impacted her children through social studies as observed on recent trip to Italy, Mr. Clark - Requested details of the Board of Education approved Memorandum of Agreement and salary schedules, Mr. Griggs explained an Oprah request may be made, Mr. Palmer - Questioned Manasquan BOE voting member, questioned proposed residency verification.

XVI. Executive Session - Entered into at 11:00 PM

RESOLVED: The Spring Lake Borough Board of Education hereby convenes to executive session for discussion of the following subjects: Attorney/Client Privilege, Legal, Personnel.

It is anticipated the executive session will take approximately one hour; the Board will take action when it reconvenes to public session; and the minutes of the executive session shall be released to the public when the reason for the executive session discussion no longer exists.

On motion to enter Executive Session by Mr. Ferraro and seconded by Mrs. Valori
:

Roll Call: 5-0

<u>Y</u> Mr. Ferraro	<u>Y</u> Mrs. Giblin	<u>Y</u> Mrs. Matuch	<u>Y</u> Mrs. Valori	<u>Y</u> Mr. Worth
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On motion to exit Executive Session by _____ and seconded by _____:

Roll Call: 5-0

<u>Y</u> Mr. Ferraro	<u>Y</u> Mrs. Giblin	<u>Y</u> Mrs. Matuch	<u>Y</u> Mrs. Valori	<u>Y</u> Mr. Worth
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Roll Call: 5-0

<u> </u> Y <u> </u> Mr. Ferraro	<u> </u> Y <u> </u> Mrs. Giblin	<u> </u> Y <u> </u> Mrs. Matuch	<u> </u> Y <u> </u> Mrs. Valori	<u> </u> Y <u> </u> Mr. Worth
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XVII. Adjourn

On motion by Mrs. Valori , and seconded by Mr. Ferraro :

Roll Call: 5-0

<u> </u> Y <u> </u> Mr. Ferraro	<u> </u> Y <u> </u> Mrs. Giblin	<u> </u> Y <u> </u> Mrs. Matuch	<u> </u> Y <u> </u> Mrs. Valori	<u> </u> Y <u> </u> Mr. Worth
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The meeting was adjourned at 1:00 a.m.