

**SPRING LAKE BOROUGH BOARD OF EDUCATION  
COMBINED MEETING  
January 22, 2018 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.

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

Also Present: Dr. Raymond J. Boccuti, CSA; Louise B. Davis, Interim SBA/BS; Paul Griggs, Esq., Board Attorney

**II. Flag salute**

**III. President's Statement-** Mr. Daino read to all present a Letter of Resignation as Trustee on the Board of Education from Mrs. Melissa Foy "for personal reasons", effective immediately. The resignation was accepted with regret Mr. Daino further stated that Mrs. Foy is a well versed, very thoughtful educator and she will be missed. Mr. Ferraro echoed the sentiment; Dr. Sterling stated it was great to work with Mrs. Foy, echoed by Mrs. Valori and Dr. Boccuti stated it was a pleasure to work with Mrs. Foy. Mr. Daino announced that an Executive Session was required for a Personnel matter, for action to be taken later in Meeting.

**Executive Session -6:35 - 6:45 PM.** Public were excused

**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 January 22, 2018 at: 6:30 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

**SPRING LAKE BOROUGH BOARD OF EDUCATION  
COMBINED MEETING  
January 22, 2018 6:30 P.M.**

- 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 NOT** be taken on any of the items stated above.

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

Vote: 4 ayes      \_\_\_\_\_nays      1 absent      \_\_\_\_\_abstain

**IV. Public Comments on Agenda Items Only- 6:45 -6:50 PM**

Mrs. Panzini wanted to know the status of the Demographic Study and the next steps; noting that when the current 7th and 8th graders graduate, the enrollment will drop. Are we doing anything about sharing or merging with other Districts or Sea Girt?

Mr. Daino advised all present that we will get an update on enrollment within the Strategic Plan and that tuition is a revenue source for the District, zero additional costs. This is not an Agenda item as such and will be addressed later.

**V. Discussion by Topic**

**A. General**

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

Dr. Boccuti advised the Board that we met with Kevin Settembrino, Architect for preliminary review of his Report, to be presented February 5, 2018.

**VI. Approval of Minutes**

**RESOLVED:** To approve, upon recommendation of the Superintendent, the Minutes of the December 18, 2017 Combined Meeting and the January 2, 2018 Reorganization Meeting of the Spring Lake Borough Board of Education.

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

**SPRING LAKE BOROUGH BOARD OF EDUCATION  
COMBINED MEETING  
January 22, 2018 6:30 P.M.**

Roll Call:

Yes 1/2/18 Abstain 12/18/17 Mr. Ferraro	____ Mrs. Foy	Yes Dr. Sterling	Yes 12/18/17 Abstain 1/2/18 Mrs. Valori	Yes Mr. Daino
-----------------------------------------------	---------------	------------------	-----------------------------------------------	---------------

**VII. New Jersey School Boards Association (NJSBA) Training: 6:55 - 7:40 PM**

Kathy Winecoff, NJSBA Representative was introduced.

Ms. Winecoff proceeded with mandated annual Code of Ethics Training, copy attached, with each Board Member present reading aloud, a.-j.

Ms. Winecoff then conducted the Superintendent and Board Evaluation process, with the changes for new "Tool", optional choice for 2017-18, mandatory for 2018-19 Superintendent evaluation. Calendar was discussed- See attached Agenda, Calendar and Powerpoint on Standards and Tool changes.

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

A. Secretary and Treasurer Reports - November 2017 attached

**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 30, 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 November 30, 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 January 22, 2018 in the amount of \$309,335.47
2. Approval of Gross Payroll Expense for:
 

December 22, 2017	\$154,588.71
January 12, 2018	\$148,741.94

C. Approval of Transfers December 2017 - January 2018, Report attached.

**SPRING LAKE BOROUGH BOARD OF EDUCATION  
COMBINED MEETING  
January 22, 2018 6:30 P.M.**

**D. Approval of Waiver of Requirements Special Education Medicare Initiative (SEMI) Program:**

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicare Initiative (SEMI) Program for the 2018-2019 school year, and

Whereas, the Spring Lake Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students,

The Spring Lake Borough Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent in Monmouth County an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2018-2019 school year.

**E. Approval of 2018-2019 Budget Calendar.**

**F. Approval and declaration of records and property as surplus property to be disposed of by the Board of Education in accordance with Title 18A :**

**1. Obsolete computer serial numbers:**

14J0DG1	H0MKRG1	D1J0DG1	H4J0DG1
72J0DG1	G0MKRG1	4ZLKRG1	9YL KRG1
C0MKRG1	6YLKRG1	C2J0DG1	D3J0DG1
B1J0DG1	10MKRG1	JXLKRG1	11MKRG1
52J0DG1	43J0DG1	7XLKRG1	31J0DG1
FXLKRG1	70MKRG1	F1J0DG1	F2J0DG1
C1J0DG1	HZLKRG1	D4J0DG1	7ZLKRG1
96X3W91	21MKRG1	F0MKRG1	J2J0DG1

**RESOLVED:** To approve, upon recommendation of the Superintendent, Interim Business Administrator Report items A -F:

On motion by Mr. Daino and seconded by Mr. Ferraro:

Roll Call:

Yes Mr. Ferraro	___Mrs. Foy	Yes Dr. Sterling	Yes Mrs. Valori	Yes Mr. Daino
-----------------	-------------	------------------	-----------------	---------------

**IX. Superintendent's Report**

ADMINISTRATION

**SPRING LAKE BOROUGH BOARD OF EDUCATION  
COMBINED MEETING  
January 22, 2018 6:30 P.M.**

A. Report on Enrollment

<b>HW Mountz</b>	<b>196 Students (21 Non-Residents)</b>
<b>Manasquan High School</b>	<b>47 Students</b>
<b><u>Other:</u> Special Education Out of District Monmouth County Vocational School Red Bank Regional</b>	<b><u>31 Students</u> 11 Students 15 Students 5 Students</b>
<b>Non-Public Transportation</b>	<b>87 Students</b>

B. Class Trips

Class	Teacher(s)	Destination
National Junior Honor Society	Mrs. Dettlinger	Awards Ceremony, iPlay America-Freehold, NJ
Gifted & Talented	Mrs. Krebs, Mr. Tonzola	Fine Arts Convocation, Newark Museum-Newark, NJ
Grade 5	Ms. Foligno, Mrs. Grannick, Ms. Sogluizzo, Mrs. Miller	Medieval Architecture and Design, Fort Tyron Park-New York, NY

C. Use of Facilities - *No requests*

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

On motion by Mr. Ferraro, and seconded by Dr. Sterling:

Roll Call:

Yes Mr. Ferraro	___ Mrs. Foy	Yes Dr. Sterling	Yes Mrs. Valori	Yes Mr. Daino
-----------------	--------------	------------------	-----------------	---------------

CURRICULUM/INSTRUCTION

A. Update - Dr. Boccuti

PERSONNEL

**SPRING LAKE BOROUGH BOARD OF EDUCATION  
COMBINED MEETING  
January 22, 2018 6:30 P.M.**

**B. Professional Development Workshop and Travel Log:**

Staff Member:	Date(s):	Description:	Registration Fee:	Travel Fees:	Est. Total:
Krystyna Domogala, Eleanor Cosentino, Nicole Orr	February 9, 2018	Utilizing Person-Centered Approaches to Improve IEP Meetings, Doubletree-Tinton Falls, NJ	\$0	\$.31 per mile + tolls	\$9.30 + tolls per person
Dr. Boccuti, Christopher Soto, Krystyna Domogala, Mary Pearce	February 26, 2018	Future Ready Schools New Jersey Regional Certification Summit-Middletown, NJ	\$0	\$.31 per mile + tolls	\$11.78 + tolls per person

C. Appointment of Dr. Raymond J. Boccuti, School Safety Specialist in accordance with 2017 state law (P.L. 2017 c. 162).

D. Amy Lyons, Special Education Teacher, Medical leave starting on January 15, 2018 and ending TBD (6 - 8 weeks) utilizing: 10.5 sick days, .5 personal day, 14 - 24 days TBD without pay, and Family Medical Leave Act (FMLA) starting on January 15, 2018.

E. Suzanne Maroney, Long Term Substitute Teacher, starting on January 15, 2018 and ending TBD (6-8 weeks) at the rate of \$140 per day.

F. Sarah Daniscsak, Occupational Therapist (OT) Intern from Stockton University, fulfilling observation requirement hours with OT, Amy Forsythe, on February 7, 21, 28, 2018 and March 7, 14, 2018.

G. Addendum: RESOLVED: To approve, upon the recommendation of the Superintendent, hiring Andrea Brierley as Learning Disabilities Teaching Consultant on Step 7 Masters column of the Spring Lake Education Association Collective Bargaining Unit Agreement Salary Guide for a 10 month salary of \$ 66,795. Prorated, effective start date TBD through June 30, 2018.

**RESOLVED:** To approve, upon recommendation of the Superintendent Personnel Report items B - G:

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

Roll Call:

Yes	Mr. Ferraro	___	Mrs. Foy	Yes	Dr. Sterling	Yes	Mrs. Valori	Yes	Mr. Daino
-----	-------------	-----	----------	-----	--------------	-----	-------------	-----	-----------

**SPRING LAKE BOROUGH BOARD OF EDUCATION  
COMBINED MEETING  
January 22, 2018 6:30 P.M.**

STUDENT SERVICES

A. HIB Report January 2018 - Dr. Boccuti - No Report or Allegations

**RESOLVED:** To approve, upon recommendation of the Superintendent Student Services Report item A:

On motion by Mr. Daino, and seconded by Mr. Ferraro:

Roll Call:

Yes Mr. Ferraro	___ Mrs. Foy	Yes Dr. Sterling	Yes Mrs. Valori	Yes Mr. Daino
-----------------	--------------	------------------	-----------------	---------------

POLICY

A. Strauss Esmay Policies -First reading of Policy 3000 Series - Teaching Staff Members, Policies 3111-3439, and accompanying regulations for Policy 3000 Series - Teaching Staff Members, List to be provided:

- 3311 - Creating Positions
- 3112 - Abolishing Programs
- 3124 - Employment Contract
- 3125 - Employment of Teaching Staff Members
- 3125.2- Employment of Substitute Teachers
- 3126 and R - District Mentoring Program
- 3134 - Assignment of Additional Duties
- 3141 - Resignation
- 3142 and R - Nonrenewal of Non Tenured Teaching Staff Member
- 3143 - Dismissal
- 3144 and R - Certification of Tenure Charges
- 3144.12 - Certification of Tenure Charges - Inefficiency
- 3144.3 - Suspension Upon Certification of Tenure Charge
- 3146 and R - Conduct of Reduction in Force
- 3150 - Discipline
- 3152 - Withholding an Increment
- 3159 - Teaching Staff Member/School District Reporting Responsibilities
- 3160 and R - Physical Examination
- 3161 - Examination for Cause
- 3211 - Code of Ethics
- 3211.3 and R - Consulting Outside the District
- 3212 and R - Attendance
- 3214 - Conflict of Interest

**SPRING LAKE BOROUGH BOARD OF EDUCATION**  
**COMBINED MEETING**  
January 22, 2018 6:30 P.M.

- 3216 - Dress and Grooming
- 3217 - Use of Corporal Punishment
- 3218 and R - Substance Abuse
- 3221 and R - Evaluation of Teachers
- 3222 and R - Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- 3223 and R - Evaluation of Administrator, Excluding Principals, Vice Principals, and Assistant Principals
- 3224 and R - Evaluation of Principals, Vice Principals, and Assistant Principals
- 3230 and R - Outside Activities
- 3231 - Outside Employment as Athletic Coach
- 3232 and R - Tutoring Services
- 3233 and R - Political Activities
- 3240 and R - Professional Development for Teachers and School Leaders
- 3245 - Research Projects by Staff Members
- 3270 and R - Professional Responsibilities
- 3280 and R - Liability for Student Welfare
- 3281 and R - Inappropriate Staff Conduct
- 3282 - Use of Social Networking Sites
- 3283 - Electronic Communication Between Teaching Staff Members and Students
- 3310 - Academic Freedom
- 3321 and R - Acceptable Use of Computer Networks(s)/Computers and Resources by Teaching Staff Members
- 3324 - Right of Privacy
- 3340 - Grievance
- 3351 - Healthy Workplace Environment
- 3362 and R - Sexual Harassment
- 3370 - Teaching Staff Member Tenure
- 3372 - Teaching Staff Member Tenure Acquisition
- 3373 - Tenure Upon Transfer or Promotion
- 3381 - Protection Against Retaliation
- 3410 - Compensation
- 3420 - Benefits
- 3425 - Work Related Disability Pay
- 3425.1 and R - Modified Duty Early Return To Work Program
- 3431.1 - Family Leave
- 3431.3 - New Jersey Family Leave Insurance Program
- 3432 - Sick Leave
- 3433 Vacations
- 3436 - Personal Leave
- 3437 - Military Leave
- 3439 - Jury Duty



**SPRING LAKE BOROUGH BOARD OF EDUCATION**  
**COMBINED MEETING**  
January 22, 2018 6:30 P.M.

B. Approval following further review: Policy 2415 Series was sent back to Strauss Esmay for review and revision in reference to NCLB and ESSA clarifications.

**RESOLVED:** To approve, upon recommendation of the Superintendent, the Policy Report item B:

No Action Taken- First Reading- Will be presented for Second Reading & Adoption 2/20/18

Roll Call:

___ Mr. Ferraro	___ Mrs. Foy	___ Dr. Sterling	___ Mrs. Valori	___ Mr. Daino
-----------------	--------------	------------------	-----------------	---------------

STRATEGIC PLAN

A. Update - Dr. Boccuti- Will perform Survey 2nd World Language in early February - also good idea for the Planning Committee to meet again before June.

**X. Old Business**

A. Parent-Student Handbook Attendance and Tardiness - Dr. Boccuti will roll out to Parents

**XI. New Business**

A. January 2018 - New Jersey School Boards Association School Board Recognition Month.- See attached Resolution read by Dr. Boccuti to all Present.

B. Manasquan School District sending School Districts Board of Education rotation schedule. Spring Lake Board will maintain the current process until 6/30/18

C. School district and PTA collaboration on renovating the library/media center - possible joint Endeavor

D. The Board Vacant Seat must be filled by 3/28/18- Invitation will be advertised in the Coast Star on the District website.. The candidates will be interviewed at a Public Meeting TBD- as advised by Board Attorney, Paul Griggs, Esq.

**XII. Public Comment/Visitors - 8:30 - 9:05 PM**

Mr. Daino welcomed Councilman Matthew Sagui

Mr. Roccasano continued questioning started by Mrs. Panzini inquiring about a possible merger, increase our out of District tuition students, stay "as is" -options that should have continued dialog.

Mrs. Roccasano inquired if NJ DOE forces Districts to merger?

Mr. Griggs responded that we report annually to NJ DOE on ASSA and QSAC the status of our

**SPRING LAKE BOROUGH BOARD OF EDUCATION**  
**COMBINED MEETING**  
January 22, 2018 6:30 P.M.

enrollment, but any Merger has to be initiated by the Board of Education.  
Mr. Snyder expressed his concern re: transparency of teachers leaving the District-discussion ensued with specifics on the perceived lack of communication with the leaving of a member of the CST in November.  
Mrs. Dubac informed those present that the Minutes on the District website need to be updated.

**XIII. Adjourn @ 9:06 PM**

On motion by Mr. Daino, and seconded by Dr. Sterling: AYES

Respectfully Submitted,



Louise B. Davis  
Interim SBA/BS