

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

February 5, 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.

Roll Call	Present	Arrived at	Absent	Time:	p.m.
Mr. Daino	X				
Mr. Ferraro	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

IV. Student and Staff Staff Recognition - Recognition at February 20, 2018 Regular BOE Meeting

Ife Alao, Geography Bee Winner
Brendan Galvin, Spelling Bee Winner
Deborah Hallowell, Teacher of the Year
Victoria Hanlon, Educational Services Professional of the Year

V. Public Comments on Agenda Items Only- None

VI. Discussion by Topic

A. General

1. Building & Grounds Update - Dr. Boccuti and Ms. Davis- advised that the new fence signs are hung.
2. Settembrino Architects Presentation - Kevin M. Settembrino, AIA, LEED, AP, Principal Presentation commenced @ 6:36 PM - 7:35 PM
 - a. Long range facilities Plan - Updates
Proposed Capital Improvements Option 1 - 5 yrs HVAC choice # 1 =\$ 6,220,799.
Proposed Capital Improvements Option 2 - 5 yrs. HVAC Option 2 = \$6,052,891.
 - b. Air conditioning proposals-Presented to all- attached AC Feasibility Study - April 2017 - Conducted by: Eden Engineering LLC - with Mr. Settembrino's input

Q & A:

Concerns on "energy savings" -not included in these Reports, nor the scope of the assignment, do not include ROI, which would provide projections for energy savings. Also these Reports do not include the "soft" costs for any Capital Projects-estimated about 8% in additional fees.Mr. Settembrino also discussed timelines for design, bids, awards of bids and actual work performance. The Board will absorb this information and continue to discuss how to work into the Strategic Plan for the District.

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VII. Approval of Minutes

RESOLVED: To approve, upon recommendation of the Superintendent, the Minutes of the January 22, 2018 Combined Board Meeting. - Will be provided by 2/20/18

VIII. Interim School Business Administrator's Report

A. Secretary and Treasurer Reports - December 2017 Reports will be 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 December 31, 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 December 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 February 20, 2018 in the amount of TBD
2. Approval of Gross Payroll Expense for:
January 30, 2018 - TBD
February 9, 2018 - TBD

C. Approval of Transfers February 2018, Report will be attached.

D. **RESOLVED**, the Spring Lake Borough Board of Education approves services with Artome for the development and execution of an Art Show to be held at HW Mountz School on Thursday, March 22, 2018. Services to include framing pieces of art that the students have created, displaying artwork, and returning any unsold artwork.

E. **RESOLVED** that the Spring Lake Borough Board of Education approve/ratify the 2017-2018 IDEA Basic Amendment to include the 2016-17 Carryover in the amount of \$36,139. And IDEA PreK in the amount of \$4,601.

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

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IX. Superintendent's Report

ADMINISTRATION

A. Report on Enrollment

HW Mountz	196 Students (20 Non-Residents)
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
Grade 6	Mrs. Salway, TBA	Metropolitan Museum of Art-NY (Pending Approval-PTA Mini Grant Submission)
Grade 6	Mr. DeStefano Mrs. Lyons	Medieval Times-Lyndhurst, NJ

C. Use of Facilities -

Spring Lake Recreation

Make-up Basketball Session for Snow day

March 3, 2018

Gymnasium

9AM-11 AM

Requested by: Kathy Heine

Spring Lake Drug Prevention Alliance

Cops vs. Kids

March 14, 2018

Gymnasium

6:00 PM-9:00 PM

Requested by: Fran Florentine and Patrolman Michael Palmer

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Added by Mr. Daino:
Tri Shore Little League
Saturday 3/10/18
8:30 AM - 1:00 PM- Pending availability

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

CURRICULUM/INSTRUCTION

- A. Update - Dr. Boccuti- Teacher Leaders are working on these updates to be added to the website
- B. Draft 2018-2019 School Calendar-distributed and discussed

PERSONNEL

- A. Professional Development Workshop and Travel Log:

Staff Member:	Date(s):	Description:	Registration Fee:	Travel Fees:	Est. Total:
Chris Soto	January 25-26, 2018	Techspo-Atlantic City, NJ	\$425	\$40	\$465
Matthew Tonzola	March 13-14, 2018	NJSLA Committee Meeting-New Brunswick, NJ	\$0	\$.31 per mile	
Brigid Maniace	April 18, 2018	SLPs: Enhance Therapy Effectiveness for Auditory Processing Disorder, Memory Deficits. Attention Deficit Disorder and Language Processing	\$249	.31 per mile	

- B. Substitute Teacher-Lisa Esposito
- C. Custodial Over time needs will be added for approval

STUDENT SERVICES

- A. HIB Report February 2018 - Dr. Boccuti

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

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POLICY- First Reading and discussion- Mr. Griggs assured the Board that the Support Staff series reflects the 3000 Series for Staff- all will go forward for 2nd Reading and Adoption

A. Strauss Esmay Policies - First Reading of Policy 2415 Series:

- 2415 - No Child Left Behind
- 2415.02 - Title I, Fiscal Responsibilities
- 2415.03 - Highly Qualified Teachers
- 2415.04 - Title I, Parental Involvement
- 2415.05 - Student Surveys, Analysis, and Evaluations
- 2415.06 - Unsafe School Choice Option
- 2415.20 - NCLB Complaints
- 2415.30 - Title I, Foster Care

B. Strauss Esmay Policies -First reading of Policy 4000 Series - Support Staff Members, Policies *, and accompanying regulations for Policy 4000 Series - Support Staff Members:

- 4111 - Creating Positions
- 4124 - Employment Contract
- 4125 - Employment of Support Staff Members
- 4140 - Termination
- 4145 - Layoffs
- 4146 and R - Nonrenewal of Nontenured Support Staff Member
- 4150 - Discipline
- 4152 - Withholding an Increment
- 4159 - Support Staff Member/School district Reporting Responsibilities
- 4160 and R - Physical Examination
- 4161 - Examination for Cause
- 4211.3 and R - Consulting Outside the District
- 4212 and R - Attendance
- 4214 - Conflict of Interest
- 4215 - Code of Ethics
- 4216 - Dress and Grooming
- 4218 and R - Substance Abuse
- 4219 - Commercial Driver Controlled Substance and Alcohol Use Testing
- 4220 and R - Employee Evaluation
- 4230 and R - Outside Activities
- 4233 and R - Political Activities
- 4240 - Employee Training
- 4281 and R - Inappropriate Staff Conduct
- 4282 - Use of Social Networking Sites
- 4283 - Electronic Communications Between Support Staff Members and Students
- 4321 and R - Acceptable Use of Computer network(s)/Computers and Resources by Support Staff Members
- 4324 - Right of Privacy

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- 4340 - Grievance
- 4351 - Healthy Workplace Environment
- 4352 and R - Sexual Harassment
- 4360 - Support Staff Member Tenure
- 4381 - Protection Against Retaliation
- 4410 - Compensation
- 4413 - Overtime Compensation
- 4415 - Substitute Wages
- 4420 - Benefits
- 4425 - Work Related Disability Pay
- 4425.1 and R - Modified Duty Early Return to Work Program - Support Staff Members
- 4431.1 - Family Leave
- 4431.3 - New Jersey's Family Leave Insurance Program
- 4432 - Sick Leave
- 4433 - Vacations
- 4434 - Holidays
- 4435 - Anticipated Disability
- 4436 - Personal Leave
- 4437 - Military Leave
- 4438 - Jury Duty

C. Ad Hoc Committee Reports

1. Beautification Committee

D. Report from Liaison to NJSBA

E. Report from Liaison to Manasquan BOE

F. Report from Liaison to HWM PTA

G. Report from Liaison to Spring Lake Educational Foundation

H. Report from Liaison to Booster Club

Committee Reports will occur at the Regular Meeting 2/20/18

RESOLVED: To approve, upon recommendation of the Superintendent, the Policy Report items A - H:

STRATEGIC PLAN

A. Update - Dr. Boccuti - Dr. Boccuti is constructing a Survey to Families on a 2nd World Language

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X. Old Business

A. School District/PTA Media Center Collaboration Project- A "Steering" Committee will be formed and once they have met, further discussion will ensue.

XI. New Business -

Dr. Boccuti will schedule an HW Mountz General Open House in March as part of his marketing plan and Goals.

An Assistive Technology Professional (ATP) will be assessing student # 166761608 and a device may be needed to be purchased, pending the Report outcome.

XII. Public Comment/Visitors

Mrs. Dubac inquired as to why the Science Lab vent hoods are in the LRFP?

Ms. Davis advised that they had been cut from the Project. The curriculum works around the lack of vented hoods.

Mr. Daino announced a short recess prior to going into Executive Session

XIII. 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 February 5, 2018 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:

- 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

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- 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. Ferraro, and seconded by Dr. Sterling

Vote: 4 ayes nays absent abstain
Return to Public @ 9:40 PM

XIII. Adjourn

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

Roll Call:- 4 AYES

<input type="checkbox"/> Mr. Ferraro	<input type="checkbox"/> Dr. Sterling	<input type="checkbox"/> Mrs. Valori	<input type="checkbox"/> Mr. Daino
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Respectfully submitted,



Louise B. Davis
Interim SBA/BS