

**SPRING LAKE BOROUGH BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
December 16, 2019 6:30 PM**

**I. Call to order:** This meeting is called in accordance with the provisions of the "Open Public Meetings Act," C.231, PL. 1975, and notices were published in newspapers and on the district website.

**II. Attendance:**

Board of Education

Mr. James Worth, President  
Mrs. Noelle Giblin, Vice President  
Mr. Ed Hale  
Mrs. Karen Matuch  
Mr. Michael Moran

Administration: Stephen LaValva, EdD, Principal/Acting Superintendent  
Denise McCarthy, SBA/BS  
Paul Griggs, Esq., Board Attorney

**III. Flag salute**

**IV. President's Statement**

**V. Correspondence**

**VI. Public Comment on Agenda Items Only**

**VII.** Motion to approve employment contract of \_\_\_\_\_ to serve as Superintendent/Principal for a term of December 16, 2019 -June 30, 2023.

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

Roll Call:

___ Mrs. Giblin	___ Mr. Hale	___ Mrs. Matuch	___ Mr. Moran	___ Mr. Worth
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**VIII. Presentation- Auditor**

**IX. Committee Reports**

A. Committee Reports

1. Finance, Negotiations, Personnel - Mr. Worth, Mrs. Giblin
2. Buildings and Grounds, and Security - Mr. Worth, Mrs. McCarthy
3. Curriculum, Instruction, Student Needs - Mrs. Matuch, Mrs. Giblin
4. Policy and Legislation - Mr. Worth, Mr. Moran
5. Communications -
  - a. Manasquan BOE Liaison-Mr. Moran

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- b. HWM PTA Liaison-Mrs. Matuch
- c. Spring Lake Education Foundation-Mr. Moran
- d. Booster Club Liaison-Mrs. Giblin
- e. Future of Mountz Ad-Hoc Committee

**X. Administrative Report/ Presentations**

- A. Thank you from District Administration
  - 1. PTA Holiday Gift Fair
  - 2. Mrs. Penrod and Chorus-Holiday Concert and Superintendents' Roundtable Meeting Performance at the Breakers
  - 3. Mrs. Dettlinger and NJHS-Congratulations to HW Mountz School-Philip Connelly Award  
Total collection of food for Fulfill (Foodbank of Monmouth and Ocean County)-amounted to 2,687 meals
  - 4. Mr. Hale-Service as Board of Education member
- B. Monthly HIB Report
- C. Report on Enrollment - (Addendum E)

**XI. Approval of Minutes**

Motion to approve, the Minutes of the October 28, 2019 Regular Meeting, November 2, 2019 Special Meeting and November 25, 2019 Regular Meeting.

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

Roll Call:

___ Mrs. Giblin	___ Mr. Hale	___ Mrs. Matuch	___ Mr. Moran	___ Mr. Worth
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**XII. Action Items**

**A. Curriculum and Instruction**

A1. Motion to approve the following class trips:

Class	Teacher(s)	Destination
PreK	Mrs. Ritchey, Mrs. Neral	Algonquin Arts Theater-Manasquan, NJ
Grade 8	Mrs. Krebs, Mrs. Pearce, Teacher tba	Walking trip to Spring Lake -MLK Service-Spring Lake, NJ
Grade 2 & 3 select students	Mrs. Brierley, Mrs. Cosentino, Mrs. Maniace	Spring Lake Heights School - Unified Sports Day

A2. Motion to approve the following facility use requests:

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*There were no requests this month*

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:
Jennifer Penrod	February 20-21,2020	NJ Music Educators Association Conference-Atlantic City, NJ	\$350	\$87	\$437

B2. Motion to approve tuition reimbursement for Anthony DeStefano for *Literacy Development in the Elementary and Middle School course*-Rutgers University-3 credits-at the SLEA/BOE CBA Rutgers University approved rate.

B3. Motion to approve tuition reimbursement for Steven Janelli for *Life Span Development*-Ocean County Community College-3 credits-at the SLEA/BOE CBA Rutgers University approved rate.

B4. Motion to approve Robert Gramer as a Long-Term Substitute Health and Physical Education teacher at Step 1 in the Agreement between the SLBOE and the SLEA effective January 2, 2020 through June 30, 2020, pending criminal history clearance.

B5. Motion to approve administration to seek a part-time, Orton-Gillingham (OG) certified instructor to be compensated through grant funding.

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**

None

**D. Finance**

D1. Motion to approve the Board Secretary and Treasurer Reports for the month of November 2019:

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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 November 30, 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 month of November 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 \$ 390,012.09.

D3. Motion to approve Gross Payroll Expenses:

November 15, 2019 in the amount of \$ 160,169.20.

November 30. 2019 in the amount of \$ 156,792.14.

D4. Motion to approve cumulative year to date transfers in the amount of \$ 208,179.52.

D5. Acceptance of Audit

The annual audit for the fiscal year ended June 30, 2019 be accepted and placed on file and the following corrective action plan be implemented:

Recommendation Number	Corrective Action Approved by the Board	Method of Implementation	Person Responsible for Implementation	Completion Date of Implementation
2019-01	The Special Revenue subsidiary ledger was not in agreement with the Board Secretary’s report.	Work with APIT, the accounting software company to correct this.	Denise McCarthy	ASAP

D6. Motion to approve Bach & Clark, LLC Architects to design a plan to redo the boys’ and girls’ locker rooms at a cost of \$ 5,500.

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D7. Motion to approve a change order to the excavation work being performed by Drill Construction to the front of the building in the amount of \$ 2,930.

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

Roll Call:

___Mrs. Giblin	___Mr. Hale	___Mrs. Matuch	___Mr. Moran	___Mr. Worth
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**XIII. Old Business**

**IVX. New Business**

**Presentation of 2019/2020 Goals**

Motion to approve the attached goals (Addendum G) for the Board of Education 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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**XIV. Public Comment on Non-Agenda Items**

**XV. 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.

*There are no items to be discussed in Executive Session at this time*

**XVI. Adjournment**

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

Roll Call:

___Mrs. Giblin	___Mr. Hale	___Mrs. Matuch	___Mr. Moran	___Mr. Worth
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