

**SPRING LAKE BOROUGH BOARD OF EDUCATION
COMBINED MEETING MINUTES
December 17, 2018 6:30 P.M.**

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 forwarded to newspapers, to Board members and were posted as required.

Roll Call	Present	Arrived at	Absent	Time: 6:30 p.m.
Mrs. Valori	X			
Mr. Ferraro	X			
Mrs. Cauldwell	X			
Mr. Clark	X			
Dr. Sterling	X			

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

II. Flag salute

III. President's Statement

- A. Board Member Recognition - Mrs. Valori and Dr. Boccuti provided remarks of gratitude to Mr. Clark and Dr. Sterling for their service in government and remarks of welcome to Mrs. Giblin, Mrs. Matuch, and Mr. Worth for their election and upcoming service in government..
- B. Ad-Hoc Communication Committee Update - Mrs. Valori and Dr. Boccuti provided an update on this recently Board of Education authorized committee.
- C. Negotiations Update - Mrs. Valori provided an update that Spring Lake Education Association/Board of Education negotiations would resume in January 2019 when the new Board is installed.

IV. Presentation of the Audit - Mr. Paul Cuva - Presented a clean audit with three minor findings that were already being addressed by Mrs. McCarthy. He stated that the District is in good financial condition. He also stated that the State should be releasing information regarding the new GASB soon so that the CAFR could be finalized.

V. Safety and Security Update - Dr. Boccuti - Presented monthly report that included a summary of the most recent school district safety and security meeting at the Monmouth County Prosecutor's Office, update on the current safety and security project list, and discussion with Technology Coordinator, Mr. Christopher Soto, on the latest features of the school district Internet filters.

VI. Public Comments on Agenda Items Only - Mrs. Callahan - Commented on behalf of the SLEA and personnel report in reference to proposed hires, Mrs. Dubach - Commented on the same topic, Mr. Roche - Commented on the same topic, Mr. Clark (from the Board of Education table) - Stated that the same topic should be deferred, Mr. Worth - Shared the same opinion as Mr. Clark, Mrs. Lynch - Questioned safety and security list timelines.

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VII. Discussion by Topic

A. General

1. Building & Grounds Update - Dr. Boccuti, Mrs. McCarthy
 - a. Prek-5 Science Room Update
 - b. Repairs to the athletic field have been completed
2. Business Office Update

VIII. Approval of Minutes - November 12 and 26, 2018

RESOLVED: To approve, upon recommendation of the Superintendent, the Minutes of the November 12, 2018 Work Session Meeting and the November 26, 2018 Regular Meeting of the Spring Lake Borough Board of Education.

On motion by SC, and seconded by BS:

Roll Call: Approved 4-0 with one abstention on the November 26, 2018 meeting minutes.

<u>Y</u> Mrs. Cauldwell	<u>Y</u> Mr. Clark	<u>Y</u> Mr. Ferraro	<u>Y</u> Dr. Sterling	<u>A</u> Mrs. Valori
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IX. School Business Administrator's Report

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 December 17, 2018, 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 October 2018; 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.

A. Secretary and Treasurer Reports - October 2018

B. Approval of Expenditures:

1. Approval of the Bills List- December 2018 in the amount of \$268,021.93.
2. Approval of Gross Payroll Expense for:
 - a. November 15, 2018 for \$157,400.03
 - b. November 30, 2018 for \$160,991.71

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- C. Approval of Transfers -None
- D. Amendment of the 2018-2019 IDEA grant
- E. Participation in GovDeals
- F. Participation in the HP PurchaseEdge Program
- G. Submission of the 2018-2019 ESEA Consolidated Grant

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

On motion by CV, and seconded by JC:

Roll Call: Approved 5-0

<u>Y</u> Mrs. Cauldwell	<u>Y</u> Mr. Clark	<u>Y</u> Mr. Ferraro	<u>Y</u> Dr. Sterling	<u>Y</u> Mrs. Valori
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Mr. Ferraro stated that he abstains on any ESC items only.

X. Superintendent's Report

ADMINISTRATION

A. Report on Enrollment

HW Mountz	175 Students (19 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	82 Students

B. Class Trips

Class	Teacher(s)	Destination
December 4, 2018	Mrs. Krebs, Mr. Tonzola	Grade 6 SEA-Model UN-Manasquan High School, Manasquan, NJ
January 24-25, 2019	Mrs. Krebs,	Grade 5 G & T-Newark Museum-Newark, NJ

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	Mrs. O'Reilly, Mr. Tonzola	
June 11, 2019	Mrs. Krebs, Mr. Tonzola	Grade 6-7-8 SEA -Sending District Makerfest-Wall Intermediate School, Wall, NJ

C. Use of Facilities

No requests

CURRICULUM/INSTRUCTION

- A. To approve, upon recommendation of the Superintendent and review of the Board of Education, submission of the school district's NJ Single Accountability Continuum (NJQSAC) District Performance Review - School Year 2018-2019 to the New Jersey Department of Education.

RESOLVED: To approve, upon recommendation of the Curriculum/Instruction Item A.:
On motion by Mr. Ferraro, and seconded by Mrs. Cauldwell:

Roll Call: Approved 5-0.

<u>Y</u> Mrs. Cauldwell	<u>Y</u> Mr. Clark	<u>Y</u> Mr. Ferraro	<u>Y</u> Dr. Sterling	<u>Y</u> Mrs. Valori
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PERSONNEL

- A. Professional Development Workshop and Travel Log:

Staff Member:	Date(s):	Description:	Registration Fee:	Travel Fees:	Est. Total:
Linda Krebs, Matthew Tonzola	January 8, 2019	Sending District Makerfest Planning Meeting-Wall, NJ	\$0	\$0	#0
Eleanor Cosentino, Brigid Maniace	January 11, 2019	Monmouth County Directors Meeting-Freehold, NJ	\$0	\$6	\$6
Brigid Maniace	January 11, 2019	Monmouth County Directors Meeting-Freehold, NJ	\$0	\$6	\$6

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Christopher Soto	January 31-February 1, 2019	NJASA Techspo19-Atlantic City, NJ	\$450	\$128	\$578
Marcia McGowan	February 26, 2019	Guided Math-Freehold, NJ	\$269	\$0	\$269

B. To approve, upon recommendation of the Superintendent, adding Gina Melillo to the list of Substitute School Nurses for the 2018-2019 School Year.

C. To approve, upon recommendation of the Superintendent, Louise B. Davis to provide assistance in the Business Office not to exceed 12 hours per week from January through June 2019 not to exceed an hourly rate of \$65 per hour. Some of the tasks to be performed include the following: review each payroll, post cash receipts, review and track tuition receivables, cash flow and revenue analysis and any other accounting tasks as assigned by the School Business Administrator.

D. To approve, with best wishes, the retirement of Victoria Hanlon effective February 28, 2019.

E. To accept, with regret, the resignation of Lucy Muhlenbruck effective December 26, 2018.

F. To approve, upon recommendation of the Superintendent, temporary reception desk coverage through additional hours of 7:30 -11:00 AM at a rate of \$13.52 per hour for current employees as follows: Elyse Fatizzi - Mondays, Wednesdays, Friday and Joan O'Connell - Tuesdays, Thursdays. Mrs. Fattizi and Mrs. O'Connell will be paid an additional \$12.50 per week for assistance with the electronic substitute service (AESOP).

G. To approve, upon recommendation of the Superintendent, Robert Clodfelter as the part-time technology assistant at the hourly rate of \$15 per hour/8 hours per week, pending criminal history clearance and employment verification.

RESOLVED: To approve, upon recommendation of the Superintendent, Report Items Personnel A., B., D., E., F., and G.:

On motion by SC, and seconded by AF:

Roll Call: Approved 5-0

<u>Y</u> Mrs. Cauldwell	<u>Y</u> Mr. Clark	<u>Y</u> Mr. Ferraro	<u>Y</u> Dr. Sterling	<u>Y</u> Mrs. Valori
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RESOLVED: To approve, upon recommendation of the Superintendent, Report Item Personnel Personnel C.

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On motion by SC, and seconded by AF:

Roll Call: Approved 4-1

<u>Y</u> Mrs. Cauldwell	<u>N</u> Mr. Clark	<u>Y</u> Mr. Ferraro	<u>Y</u> Dr. Sterling	<u>Y</u> Mrs. Valori
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STUDENT SERVICES

A. HIB Report - No reported allegations or resulting investigations.

B. To approve, upon recommendation of the Superintendent the following Out of District (OOD) Student Services:

Tuition contract from Project Enterprise, LLC for OOD student (SID 4893883869), attending Alpha School, in in the amount of \$21.00, per session rate, for the student attending one day a week, for the 2018-2019 school year.

Tuition contract from Project Enterprise, LLC for OOD student (SID 8636445771), attending Alpha School, in in the amount of \$21.00, per session rate, for the student attending one day a week, for the 2018-2019 school year.

Tuition contract with the Wall Township Board of Education for OOD student (SID 1667616081) for the 2018-2019 school year.

Tuition contract with the Wall Township Board of Education for OOD student (SID 8513151051) for the 2018-2019 school year.

Additional paraprofessional services OOD student (SID 1667616081), attending Wall Township School District, for participation in extra curricular club for following dates: January 7, 9, 14, 16, 28, 30 and February 4, 6, 11, 13, 20, 21(times: 3:10 - 4:30 PM).

Additional nursing services for OOD student (SID 1667616081), attending Wall Township School District, for participation in extra curricular club for following dates: January 7, 9, 14, 16, 28, 30 and February 4, 6, 11, 13, 20, 21(times: 3:10 - 4:30 PM).

RESOLVED: To approve, upon recommendation of the Superintendent, Report Items: Administration Items B. and C., Personnel Items A. - G. (Moved up), and Student Services Item A. and B.:

On motion by AF, and seconded by CV:

Roll Call: Approved 5-0

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POLICY

A. Ad Hoc Committee Reports

1. Report from Liaison to NJSBA - Mrs. Valori - Reminded incoming Board of Education members there will be a negotiations workshop offered.
2. Report from Liaison to Manasquan BOE - Mrs. Valori - Reported on new wing ribbon cutting, assessment schedule, expanding services to incoming freshmen, and considering PSAT requirement for freshmen.
3. Report from Liaison to HWM PTA - Mr. Clark - No report.
4. Report from Liaison to Spring Lake Educational Foundation - Mr. Ferraro - Reported on recent NYC raffle results.
5. Ad hoc Communication Committee Authorization - Placeholder for future reports.
6. Approval of District Mentoring Plan reviewed by the DEAC/PD/ScIP Committee at its meeting on November 27, 2018..

B. Approval of Strauss Esmay Board of Education Policies and Regulations Policy Alert and Support System - \$2,495, District Online Maintenance Fee - \$1,645, District Online Maintenance one-time set-up fee \$350, Public Online Access Fee - \$395, and Public Online Regulations Fee - \$100.

C. Strauss Esmay Early Childhood Policy Update First Reading

RESOLVED: To approve, upon recommendation of the Superintendent, Policy Items A-C:

On motion by SC, and seconded by AF:

Roll Call: Approved 5-0

<u>Y</u> Mrs. Cauldwell	<u>Y</u> Mr. Clark	<u>Y</u> Mr. Ferraro	<u>Y</u> Dr. Sterling	<u>Y</u> Mrs. Valori
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STRATEGIC PLAN

- A. Update - Dr. Boccuti - Reported that the latest update on action plan status is now posted on the website.

XI. Old Business

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A. Tiger Den - Dr. Boccuti, Mrs. McCarthy - Currently breaking even and proceeding with program evolution but will continue to monitor on a monthly basis. Dr. Boccuti expressed gratitude to PTA President, Mrs. Lin.

B. Debt service, infrastructure needs - Mrs. Valori, Dr. Boccuti, Mrs. McCarthy - Mrs. Valori tasked Administration to secure timelines for the new Board.

C. (Added agenda item) Manasquan School District Board of Education rotation. Discussed how sending Districts can have better representation on the Board.

XII. New Business - None.

XIII. Public Comment/Visitors - Mrs. Dubach - Questioned potential referendum.

XIV. Executive Session – Items discussed in executive session may result in Board action when the Board reconvenes in open session.

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 December 17, 2018 at: 9:05 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

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 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 be taken on any of the items stated above.

On motion to enter Executive Session by CV, and seconded by AF:

Roll Call: Approved 5-0

<u>Y</u> Mrs. Cauldwell	<u>Y</u> Mr. Clark	<u>Y</u> Mr. Ferraro	<u>Y</u> Dr. Sterling	<u>Y</u> Mrs. Valori
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The Board entered into Executive session at 9:05 p.m..

On motion to exit Executive Session by CV, and seconded by AF:

Roll Call: Approved 5-0

<u>Y</u> Mrs. Cauldwell	<u>Y</u> Mr. Clark	<u>Y</u> Mr. Ferraro	<u>Y</u> Dr. Sterling	<u>Y</u> Mrs. Valori
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The Board exited Executive Session at 10:10 P.M.

RESOLVED: Motion to authorize the Board of Education Attorney to review and approve a settlement agreement and release with Dr. and Mrs. James Cozzarelli.

On motion by SC, and seconded by JC:

Roll Call: Approved 5-0

<u>Y</u> Mrs. Cauldwell	<u>Y</u> Mr. Clark	<u>Y</u> Mr. Ferraro	<u>Y</u> Dr. Sterling	<u>Y</u> Mrs. Valori
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XV. Adjourn

On motion to adjourn by SC, and seconded by CV:

Roll Call: Approved 5-0

<u>Y</u> Mrs. Cauldwell	<u>Y</u> Mr. Clark	<u>Y</u> Mr. Ferraro	<u>Y</u> Dr. Sterling	<u>Y</u> Mrs. Valori
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The meeting was adjourned at 10: 20 p.m.