

**SPRING LAKE BOROUGH BOARD OF EDUCATION
REGULAR MEETING MINUTES
June 24, 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 | | | | | |

Mrs. Valori arrived at 6:55 p.m. and Mr. Griggs arrived at 6:45 p.m.

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

II. Flag salute

III. Safety and Security Update - Dr. Boccuti discussed how there is discussion among the sending Districts as to how to pool resources together in the event of an emergency.

IV. Public Comments on Agenda Items Only

Mr. Clark mentioned an e-mail that went out regarding the Gifted and Talented (G & T) program and if the Curriculum committee had any input. Mrs. Matuch responded that there would be a presentation tonight from Mr. Tonzola about changes to the G & T program. The District has always had a G & T program but is looking to enhance it for next year and a briefing is to take place in August. Mr. Roche asked if some of the basketball rims could be taken down this summer due to noise and the fact that they were set up for full court basketball last summer which never took place.

V. Discussion by Topic

A. General

1. Building and Grounds Update - Dr. Boccuti, Mrs. McCarthy
Dr. Boccuti went over some of the projects to be completed in the summer.

VI. Approval of Minutes- May 28, 2019- tabled to July

VII. School Business Administrator’s Report

A. Board Secretary and Treasurer Reports - May 2019

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 May 31, 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

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Spring Lake Borough Board of Education accepts the Financial Reports of the Secretary and Treasurer for the month of May 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.

B. Approval of Expenditures:

1. Approval of the June Bills List in the amount of \$34,291.97.

2. Approval of Gross Payroll Expense:

May 30, 2019 - \$170,747.86

June 14, 2019 - \$165,299.74

3. Approval of transfers in the amount of \$ 4,134.02 for the month of May 2019.

B.BE IT RESOLVED to approve submission of the following 2019-2020 grant application through the Elementary and Secondary Education Act (ESEA):

| | |
|----------------------|-----------|
| Title I Part A Basic | \$36,989 |
| Title IIA Part A | \$10,271 |
| Title IV | \$ 10,000 |

C.BE IT RESOLVED to approve submission of the following 2019-2020 grants:

| | |
|-------------------------------|----------|
| IDEA Basic | \$95,118 |
| IDEA Basic - Non-public Share | \$43,483 |
| IDEA Preschool | \$ 3,881 |

D.BE IT RESOLVED to approve the following resolution:

WHEREAS, the Spring Lake Board of Education proposes to deposit anticipated undesignated fund balance (surplus) into both a maintenance reserve and a capital reserve account, and

WHEREAS, the Spring Lake Board of Education approves up to \$250,000 be deposited into the maintenance reserve account, and up to \$250,000 be deposited into the capital reserve account.

Now, Therefore BE IT RESOLVED by the Spring Lake Board of Education that it hereby authorizes the district's School Business Administrator, Denise McCarthy, to make these transfers consistent with all applicable laws and regulations.

E.BE IT RESOLVED to add National Life Group as a 403b provider for the Spring Lake Board of Education.

F.BE IT RESOLVED to approve the write off of stale outstanding checks from fiscal year 2017 in the amount of \$778.99.

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G.BE IT RESOLVED to authorize the School Business Administrator/Board Secretary to process purchase orders and pay bills until the Regular Business Meeting of July 22, 2019.

RESOLVED: To approve, upon recommendation of the Superintendent, the School Business Administrator Report Items A, B, C, E, F and G:

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

RESOLVED: To approve to change Item D (from the posted agenda) to read, the maximum dollar amount to be deposited in the Capital Reserve account be changed to \$ 500,000 pending the outcome of the Independent Audit:

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

Roll Call:

| | | | | |
|-----------------------|-----------------|-----------------|----------------|---------------|
| <u>No</u> Mr. Ferraro | Yes Mrs. Giblin | Yes Mrs. Matuch | No Mrs. Valori | Yes Mr. Worth |
|-----------------------|-----------------|-----------------|----------------|---------------|

VIII. Superintendent’s Report- Dr. Boccuti explained Tiered Learning support including explanation of each tier and how they work. He also explained how our self-assessment works. Mr. Ferraro stressed the importance of intervention strategies.

ADMINISTRATION

A. Report on Enrollment

| | |
|--|---|
| HW Mountz | 172 Students 16 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 - No Class Trips

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C. Use of Facilities - No requests

CURRICULUM/INSTRUCTION

A. 2019-2020 Gifted & Talented Program Update - Dr. Boccuti, Mr. Tonzola

Mr. Tonzola presented a Power Point presentation that explained the enhancements to the G & T program. He explained that I-Ready provides a good benchmark of which students may qualify. He went over the form that would need to be completed by the teachers, etc. There was discussion as to its implementation and that a quarterly review would take place the first year. Mrs. Valori liked the idea of looking at other methods to identify gifted students besides test scores. Mr. Worth expressed concern about staffing issues and that this new concept may be “dummying” the program down. Mrs. Giblin expressed that she felt these enhancements were a step in the right direction.

B. NJDOE QSAC Report - Dr. Boccuti explained what QSAC is, the process involved and went over the test scores and explained what the scores represent.

PERSONNEL

A. Professional Development Workshop and Travel Log: None

| Staff Member: | Date(s): | Description: | Registration Fee: | Travel Fees: | Est. Total: |
|---------------|----------|--------------|-------------------|--------------|-------------|
| | | | | | |

B. Approval of proposal from BDO Consulting Services LLC to renew the annual contract for coordinated and shared professional development for mathematics between the sending school districts in the amount of \$2,920.

C. SLEA Schedule B Positions 2019-2020

- | | |
|-----------------------------------|------------------------------------|
| Cheerleading Coach | Nancy Ritchey |
| Boys Soccer Coach | Nicholas Alvarez |
| Girls Soccer Coach | Lauren Marcus-Feld |
| Boys Basketball Coach | Kevin Lynch |
| Girls Basketball Coach | Ann Marie Callahan |
| Baseball Coach (split) | Anthony DeStefano, Matthew Tonzola |
| Softball Coach | John Livingood |
| Student Council Advisor | Lauren Marcus-Feld |
| Yearbook Advisor | Jennifer Penrod |
| National Jr.Honor Society Advisor | Karen Dettlinger |
| Eighth Grade Coordinator | Cheryl Salway |

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|-----------------------------------|---|
| Spelling Bee Coordinator | Jenna Grannick |
| Band Day Advisor | Jennifer Penrod |
| Band Memorial Day Advisor | Jennifer Penrod |
| Lead Teacher (each) | Laura Roberts - Primary Ann Marie Callahan - Intermediate Cheryl Salway - Middle School |
| Mary Pearce - Specials | |
| Geography Bee Advisor | Lauren Marcus-Feld |
| Athletic Coach in Charge | Nicholas Alvarez |
| Science Fair Coordinator | Anthony Destefano |
| Art Fair Coordinator | Matthew Tonzola |
| Bowling Advisor | Anthony Destefano |
| Family Literacy Night Coordinator | Linda Krebs |
| Peer Mediation Advisor | Karen Dettlinger |
| Video Broadcasting Advisor | Mary Pearce |
| Academic Competition Coordinator | Matthew Tonzola |
| Eighth Grade Video Coordinator | Jennifer Penrod |
| School Wide Positive Behavior | |
| Support Coordinator | Jenna Grannick, Karen Dettlinger |
| Band and Chorus Advisor | Jennifer Penrod |
| Before School Program | Steven Janelli |

C. 2019-2020 Annual Appointments and Authorizations

1. Business Administrator/Board Secretary – Denise McCarthy
2. Acting Board Secretary – Dr. Raymond J. Boccuti
3. Acting Principal – Krystyna Domogala
4. Attendance Officers – Bridget Koch and Donna Campbell
5. Custodian of the H.W. Mountz School Fund – Dr. Raymond J. Boccuti and Denise McCarthy
6. Emergency Management Council Member – Dr. Raymond J. Boccuti
7. Authorized Temporary Qualified Purchasing Agent – Denise McCarthy
8. Public Agency Compliance Officer – Denise McCarthy
9. AHERA Designated Person – Denise McCarthy
10. Integrated Pest Management Coordinator – Denise McCarthy
11. Right To Know Contact Person – Denise McCarthy
12. Chemical Hygiene Officers – Anthony DeStefano and Matthew Tonzola
13. Blood Borne Pathogens Standards – Bridget Koch
14. Section #504 Administrators – Krystyna Domogala and Eleanor Cosentino
15. Affirmative Action Officers – Krystyna Domogala and Denise McCarthy
16. Comprehensive Equity Plan – Krystyna Domogala

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17. Child Abuse/Neglect and Missing Children Cases Liaison – Krystyna Domogala
18. Enforcement of Drug-Free School Zone Liaison with Law Enforcement Agencies – Krystyna Domogala
19. MOESC Representative – Dr. Raymond J. Boccuti
20. Homeless Liaison – Krystyna Domogala
21. Anti-Bullying Specialist – Eleanor Cosentino and Jeannine McDonald
22. Anti-Bullying Coordinator – Krystyna Domogala
23. NJSLA Coordinator – Krystyna Domogala
24. NJSLA IT – Christopher Soto
25. District Test Coordinator – Dr. Raymond J. Boccuti
26. School Test Coordinator – Krystyna Domogala

D. Approval of the employment contract of Denise L. McCarthy for the appointment of School Business Administrator, Board Secretary, July 1, 2019 through June 30, 2020 following the review and approval of the Executive County Superintendent.

E. Approval of Summer Staffing

1. Anthony Destefano as summer custodian at the hourly rate of \$14 effective July 1, 2019.
2. Mary Ann Neral as the summer office assistant at the hourly rate of \$13.93 not to exceed 25 hours.
3. Posting for summer technology intern assistance at the hourly rate of \$12.00 not to exceed 30 hours per week July 1, 2019 through August 31, 2019.

F. Approval of Child Study Team (CST) Summer Hours:

Eleanor Cosentino. Social Worker - 10 days at daily rate of \$369.35

Andrea Brierley, LDTC - 10 days at daily rate of \$347.68

Jeanine McDonald, School Psychologist - 10 days at daily rate of \$308.80

Brigid Maniace, Speech and Language Specialist - 3 days at the hourly rate of \$62.39 to administer assessments, reports and IEP writing and case management

CST Summer Work Requested for Avon School District-Pending Contract

Jeannine McDonald, School Psychologist, 1 day at daily rate of \$308.80

Andrea Brierley, LDTC, 1 day at daily rate of \$347.68

G. Authorization for the Superintendent to advertise and hire for position vacancies through the Board of Education work session Scheduled for September 23, 2019. The position vacancies must be included in the 2019-2020 budget.

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RESOLVED: To approve, upon recommendation of the Superintendent, Personnel Items A. - G.:

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

Roll Call:

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|---------------|---------------|----------------|----------------|--------------|
| Y-Mr. Ferraro | Y- Mrs.Giblin | Y- Mrs. Matuch | Y- Mrs. Valori | Y- Mr. Worth |
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STUDENT SERVICES

A. HIB Report June 2019- No allegations for the month of June.

B. Extended School Year (ESY) Program - Ms. Domogala

Ms. Domogala explained that there are approximately 10 students in the ESY program that are all residents of Spring Lake. She also explained that a variety of factors determine whether a student should attend the ESY or not.

C. Contracted Services:

ABC Pediatric Therapy, LLC, Alyson Stout, MS,PT, at hourly rate of \$85.00

OT Time, LLC, Amy Forsythe, at hourly rate of \$85.00

Behavior Therapy Associates, BCBA services; specifically, this service is based upon the anticipated time of 15 hours, at an hourly rate of \$200, totaling \$3,000. If needed in addition, a fee for a full-day consultation (6 hours) will be \$1,200 and the fee for a modified day consultation (4 hours) will be \$900.

D. Approval of ESY Out of District (OOD) Placements

Note: Transportation costs and contracts pending for ESY.

Spring Lake resident (#4893883869) at the Alpha School from 7/8/19 - 8/16/19, Monday - Friday, 8:30 AM - 2:30 PM.

Spring Lake resident (# 8636445771) at the Alpha School from 7/8/19 - 8/16/19, Monday - Friday, 8:30 AM - 2:30 PM.

Spring Lake resident (#1667616081) at Wall Township School District from 7/1/19 - 8/8/19, Monday - Thursday, 8:30 AM -12:30 PM.

Spring Lake resident (#2046398061) at The Shore Center from 6/24/19 – 8/8/19, Monday – Thursday,

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8:30 AM – 1:30 PM.

Manasquan Students

Note: Transportation costs and contracts pending for ESY.

Spring Lake resident (# 8768907753) at Search Day School.

Spring Lake resident (#9964574192) at Search Day School.

Spring Lake resident (#5961626825) at Harbor School.

Spring Lake resident (#3489014370) at Collier School.

RESOLVED: To approve, upon recommendation of the Superintendent, Student Services Items A. - D.:

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

Roll Call:

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|---------------|---------------|---------------|----------------|-------------|
| Y-Mr. Ferraro | Y-Mrs. Giblin | Y-Mrs. Matuch | Y- Mrs. Valori | Y-Mr. Worth |
|---------------|---------------|---------------|----------------|-------------|

POLICY

A. Strauss Esmay Policies Update - Dr. Boccuti

The Strauss Esmay policies are up on the schools' website.

B. Ad Hoc Committee and Liaison Reports

1. Report from Liaison to NJSBA - Mrs. Valori- No update to report
2. Manasquan BOE Liaison - Vacancy
3. Report from Liaison to HWM PTA - Mrs. Matuch

The end of year party was well attended and a nice evening was had by all.

4. Report from Liaison to Spring Lake Educational Foundation - Mr. Ferraro

Mr. Ferraro commented on the success of the fundraisers held in the past year by SLED.

5. Report from Liaison to the Booster Club - Mrs. Giblin

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Mrs. Giblin noted that the Backyard Bash fundraiser was a great success. About \$11,000 was raised to be used for renovating the locker rooms.

6. Ad hoc Communication Committee - Dr. Boccuti

Dr. Boccuti commented that the committee would better achieve its goals by breaking into smaller groups by grades as different ages have different issues.

7. Ad hoc Future of Mountz Committee - Mr. Worth

Mr. Worth wanted a budget of \$ 5,000 established to pay for speakers, etc. Mr.

Worth also requested a revised demographic study be performed. The committee should have a plan in place by the end of December.

B. Committee Reports

1. Finance, Negotiations, Personnel - Mr. Worth, Mrs. Giblin

Insurance broker to present an overview of our policies to see if we are over/under insured in any areas as well as present possible health insurance alternatives to the SEHBP. A preliminary look at the financial numbers at June 30, 20-19 will be presented.

2. Building, Grounds, and Security - Mr. Worth, Mr. Ferraro

A complete air quality study of the entire building is to be performed as well as an IR scan of the roof. *Elsie Dubac asked if the tarps can be removed from the field so that the children can play on them.*

3. Curriculum, Instruction, Student Needs - Mrs. Matuch, Mrs. Giblin

There was discussion about the Smart Boards, their age and availability.

4. Communications - Mrs. Matuch, Mrs. Giblin

5. Policy and Legislation - Mrs. Valori, Mr. Worth

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

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

Roll Call:

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|------------------|-----------------|-----------------|-----------------|---------------|
| Yes- Mr. Ferraro | Yes-Mrs. Giblin | Yes-Mrs. Matuch | Yes-Mrs. Valori | Yes-Mr. Worth |
|------------------|-----------------|-----------------|-----------------|---------------|

IX. Old Business- Technology plan to be presented at the July Board meeting. The plans for the

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locker room also need to be updated. Estimates to be obtained from P.W. Moss and Setembrino architects to update the plans for the locker rooms.

X. New Business

XI. Public Comment/Visitors- *Mr. Clark requested that Executive Session minutes be placed on line like Spring Lake Heights. Mrs. Lynch asked when the schedules for next year will be available and for more clarification of the Title I After School Program. She also asked about a cover for the credentialing window. Mr. Roache asked why the agenda was not posted earlier on the District's website.*

RESOLVED: The Spring Lake Borough Board of Education hereby convenes to executive session for discussion of the following subjects: Personnel.

It is anticipated the executive session will take approximately one hour; the Board will not 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. Worth and seconded by Mrs. Giblin:

Roll Call:

| | | | | |
|----------------|-----------------|-----------------|------------------|---------------|
| Yes-Mr. Feraro | Yes-Mrs. Giblin | Yes-Mrs. Matuch | Yes- Mrs. Valori | Yes-Mr. Worth |
|----------------|-----------------|-----------------|------------------|---------------|

Executive session was entered into at approximately 8:30 p.m.

On motion to exit Executive Session by Mr. Worth and seconded by Mrs. Giblin:

Roll Call:

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|------------------|------------------|------------------|-----------------|---------------|
| Yes- Mr. Ferraro | Yes- Mrs. Giblin | Yes- Mrs. Matuch | Yes-Mrs. Valori | Yes-Mr. Worth |
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XII. Adjourn

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

Roll Call:

| | | | | |
|-----------------|-----------------|-----------------|-----------------|----------------|
| Yes-Mr. Ferraro | Yes-Mrs. Giblin | Yes-Mrs. Matuch | Yes-Mrs. Valori | Yes- Mr. Worth |
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The meeting was adjourned at 9:40 p.m.