

**SPRING LAKE BOROUGH BOARD OF EDUCATION  
MEETING MINUTES  
JUNE 28, 2021 6:30 PM**

**Meeting was held in-person in the H. W. Mountz All-Purpose Room - There was no broadcast**

**I. Call to order:**

President called the meeting to order at 6:32 and announced “This meeting is called in accordance with the provisions of the "Open Public Meetings Act," C.231, PL. 1975, and notices were published in The Asbury Park Press and on the district website.”

**II. Attendance:** All arrived before the meeting

Board of Education: Mr. James Worth, President  
Mrs. Noelle Giblin, Vice-President  
Mr. John Clark  
Mrs. Karen Matuch  
Mr. Michael Moran

Administration: Dr. Stephen LaValva, Superintendent/Principal  
Ms. Joannette Femia, Interim Business Administrator  
Mrs. Athina Cornell, Esq., Board Attorney

**III. Flag salute** - President Worth led the pledge of allegiance

**IV. President’s Statement** - President Worth noted that it is good to see so many people here in attendance, especially the teachers. Mr. Worth stated that this will be a long meeting as we have a full agenda. It has been a difficult year for everyone, and it is good to see things returning to normal. It was especially it was wonderful to attend the 8th grade graduation last week and see the gym full with parents and students. We are planning to return back to normal in September. We will also be running our summer programs again. Mrs. Levine is working hard on the curriculum she presented to the Board at the last meeting. We have some changes ahead, teachers leaving due to retirement or other opportunities. Mrs. Femia has been serving as our Interim School Business Administrator since March 2020, and has been a great fit for the district. We will miss her as she continues on with her retirement. Ms. Green has been appointed as the district's School Business Administrator and we are happy to see her here tonight. Mr. Worth thanked Mrs. Femia and welcomed Ms. Green.

**V. Presentations:** Mrs. Noelle Giblin, Vice President SLBOE presented the Board Goals achieved for 2020-2021 and the proposed Board Goals for 2021-2022. The Board discussed the presentation and the Goals for 2021-2022.

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

Cheryl Salway, HWMountz teacher of 15 years, spoke of her time here at the District and acknowledged mentors as well as friendships that have been established. President Worth congratulated Ms. Salway on

her new position and stated that while we will miss your enthusiasm, we are happy for you to have this opportunity that you have worked so hard for.

Ann Marie Calllahn, HWMountz teacher, made a statement in regard to in-person learning this year and the positive effect it has had on the District during an unprecedented and difficult time. September presents us with the opportunity for renewal.

Deidra Farmer, parent of 4 students at HWMountz. Made a statement about the goals that were presented and noted that we have met and exceeded these goals. As a parent of 4 children she appreciates all the work that the teachers and administrators have done. When her husband had COVID, the school community looked after her family. Our teachers were here for us, they came to work for us when other district teachers didn't. She closed with stating it would be great to start the year in September with a settled contract for the teachers.

## **VII. BOE Committee/Liaison Reports**

### **A. Committee Reports**

1. Finance, Negotiations, Personnel - Mr. Worth reported that we will be receiving grants that are tied to the pandemic. We are finding out what the requirements are to receive these funds. We continue to focus on keeping costs down without compromising the educational services the district provides. In regard to Negotiations, Mr. Worth stated that he is sad to have to say they do not have an agreement but they will continue to work towards a compromise.
2. Buildings & Grounds, and Security - Mr. Worth stated that Dr. LaValva will give an update on the building projects.
3. Curriculum, Instruction, Student Needs - Mrs. Matuch - reported that Mrs. Levine presented the literacy program to the Board at a previous meeting and that program will be rolled out. The committee continues to work on all curriculum.
4. Policy and Legislation - Mr. Clark reported that the committee met remotely and reviewed the policy on tonight's agenda. In regard to Legislation, there is not much to report, the topic of regionalization is being discussed but does not apply to our district.
5. Communications - Mrs. Matuch - reported that before the pandemic there were plans for brochures and open houses. They will work to pick up where they left off.

### **B. Liaison Reports**

1. Manasquan BOE - Mr. Moran - reported that Manasquan had their Board meeting last month and there really isn't anything to report that affects our district.
2. H.W. Mountz P.T.A. - Mrs. Matuch - reported that they held their end of year luncheon at Barelli's, the food was great and new officers were appointed.
3. Spring Lake Education Foundation - Mr. Clark reported that he has not received any updates from the SLEF President, Dr. LaValva reported that he and Mrs. Levine are meeting with Mrs. Palmer next week.
4. Booster Club - Mrs. Giblin reported that the Booster Club is having a Booster Bash to raise funds for the locker rooms and other projects. Tickets can be purchased online. It is always a great event and worth going to.

## **VIII. Superintendent's Report**

- A. Dr. LaValva thanked all those who helped to make the following events successful:

Field Day-PTA and Parent Volunteers, Mr. Martin, Lanza's Nursery, NJHS and Mrs. Dettlinger

- Academic and Athletic Awards-Coaches and Volunteers
- Graduation-Mrs. Salway, Mr. Janelli, 8th Grade Parents, 7th Grade Parents, SLPD, Spring Lake Board of Education, PTA, Rev. DuBois

- B. Report on Enrollment (**Attachment A**) - Dr. LaValva reviewed the current enrollment as well as the projected enrollment for next school year.
- C. Monthly HIB report - Dr. LaValva reported that he would be reviewing the report with the Board in Executive Session. Action will be taken after the Executive Session.
- D. 2021 Safe Reopening Plan- Dr. LaValva reported that the plan has been posted on the district website and there are Opportunities for Public Comment on the Plan

**IX. Approval of Minutes**

Motion to approve the Minutes of the Regular Meeting and Executive Session of May 24, 2021, and the Special Meeting and Executive Session of June 14, 2021

On motion by Mr. Moran, and seconded by Mrs. Matuch

Roll Call: Passed with unanimous consent

**A. Curriculum and Instruction**

A1. Motion to approve the following Class Trips:

Class:	Teacher(s):	Destination:
Grade 4	Mrs. Callahan, Miss Sogluizzo	Hoffman's Ice Cream Parlor-Spring Lake, NJ

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

Roll Call: passed with unanimous consent

**B. Personnel**

- B1. Motion to reappoint 12 Month Employees as attached (**Attachment B**)
- B2. Motion to approve unpaid leave for employee #47429527 from June 7-June 30, 2021.
- B3. Motion to approve the following Professional Development and Travel Log:

Staff Member:	Date(s):	Description:
Laura Roberts	June 15, 2021	Wilson Level K Workshop

Karen O'Sullivan	June 15, 2021	Wilson Level 1 Workshop and VIS
Deborah Hallowell	June 16, 2021	Wilson Level 2 Workshop and VIS
Kelly Clark	August 24-26, 2021	Wilson Reading System Workshop and Level 1 Certification
Margaret Ping	September 7, 2021	Wilson Level 2 Workshop and VIS
Julie Reid	September 7, 2021	Just Words Workshop and VIS

- B4. Motion to approve Anthony DeStefano as Science Fair coordinator for the 2020-2021 per the SLEA/SLBOE Schedule B Rate.
- B5. Motion to approve Jennifer Penrod as 8th Grade Video coordinator for the 2020-2021 per the SLEA/SLBOE Schedule B Rate.
- B6. Motion to approve the following faculty members for curriculum writing and instruction as follows: at the SLEA/SLBOE approved hourly rate of \$34.36/hour.

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Laura Roberts: Up to 10 hours for writing ELA Curriculum - PK-2  
Julie Reid: Up to 6 hours for interpreting/analyzing OLSAT Scores

- B7. Motion to approve the following individuals to deliver Extended School Year (ESY) programming as obligated:

**ESY (July 6-July 30)**

Teachers:

Ellen Cosentino: not to exceed 25 hours total at the hourly rate of \$59.71/hr  
Shawna Sogluizzo: not to exceed 16 hours a week at the hourly rate of \$60.00/hr  
Kelly Clark: not to exceed 17 hours a week at the hourly rate of \$60.00/hr  
Brigid Maniace: not to exceed 4 hours per week at the hourly rate of \$63.81/hr

Instructional Assistants:

Elyse Fatizzi: 12 hours @ \$20.00/hr  
Bonnie Brendle: 12 hours @ \$20.00/hr  
Mary Ann Neral: 24 hours @ \$20.00/hr

- B8. Motion to approve the following individuals to deliver summer extension programming. All associated costs to be covered by grants - no cost to the taxpayer.

**Supplemental Instruction (Tiger Time Summer) (July 6-July 30)**

John Livingood: not to exceed 16 hours a week at the hourly rate of \$60.00/hr

- B9. Motion to accept the resignation of Ms. Cheryl Salway, effective June 30, 2021.
- B10. Motion to advertise for the following positions:

Teacher of English/Language Arts (Middle School) - Must be Highly Qualified  
Teacher of Students with Disabilities (Anticipated) - Wilson or OG Certified  
Teacher of Spanish - Must be Spanish Certified

- B11. Motion to read into the Minutes the enclosed resolution in honor of Mrs. Ann Marie Henry: resolution was read by Dr. LaValva and presented to Mrs. Henry.

***WHEREAS, Ann Marie Henry has served the Middle School students of the H.W. Mountz School as a Teacher of English/Language Arts from September 1, 2013 until this evening; and***

***WHEREAS, Ann Marie joined the faculty of H.W. Mountz after having served in a similar position in Keansburg HS, where she was Teacher of the Year in 2013; and***

***WHEREAS, prior to teaching, Mrs. Henry earned her Associates Degree at Brookdale, her BA at Monmouth University, and her Masters at Marygrove College: and***

***WHEREAS, Mrs. Henry maintained a high degree of professionalism in all that she accomplished; and***

***WHEREAS, Ann Marie embraced and applied all of the latest technological innovations and advances into her teaching; and***

***WHEREAS, she was known for planning months in advance; and***

***WHEREAS, Ann Marie is too humble to acknowledge her creativity in reaching learners of all modalities, even bringing students into the closed vault of the elevator and to breath through a straw during Holocaust studies; and***

***WHEREAS, Mrs. Henry could often be found in the school earlier than the custodian charged with opening the same, thereby once earning the esteemed SLEA “Early Bird” Award; and***

***WHEREAS, her students annually looked forward to her Dystopian Society and Banned Books Units of Study; and***

***WHEREAS, Ann Marie was a strong advocate for students in need of intervention or accomodation; and***

***WHEREAS, through her kind and pleasant demeanor Ann Marie grew to be fast friends with many members of the faculty and support staff; and***

***WHEREAS, she will be missed by her colleagues for her tenacity in serving the informal position of “Keeper of Professional Development Hours”; and***

***WHEREAS, Mrs. Henry must now devote full time attention to her retired husband, two sons, and mostly her two granddaughters; and***

***WHEREAS, Ann Marie has announced her plans to retire from teaching effective June 30, 2021:***

***NOW, THEREFORE, BE IT RESOLVED, that the Spring Lake Board of Education does hereby express appreciation to Ann Marie Henry for her years of distinguished service to its children, and does hereby commend Mrs. Henry for her accomplishments and dedication to public education; and***

***BE IT FURTHER RESOLVED, that the Spring Lake Board of Education does hereby extend its best wishes to Ann Marie Henry for a happy and active retirement.***

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

Roll Call:

Mr. Clark - Yes	Mrs. Giblin - Yes	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Worth - Yes
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### C. Student Services

- C1. Motion to approve Susan Spill as LDTC for the 2021-2022 school year at the hourly rate of \$70 as needed (Not to exceed 64 hours per month), effective 7/1/21 - 6/30/22.
- C2. Motion to approve evaluation by Dr. Greco for SID 5708716713 in the amount of \$2,400.
- C3. Motion to approve Brentwood Health Care Nursing Services effective September 1, 2021 to August 31, 2022 at a rate of \$51.00 per hour.
- C4. Motion to approve Maxim Healthcare Staffing for the 2021-2022 School Year.
- C5. Motion to approve contract for School Nursing Services with M-OESC for the 2021-2022 School Year.
- C6. Motion to approve Coordinated Professional Development for the 2021-2022 School Year with BDO Consulting Services LLC. Participating districts include Avon, Belmar, Brielle, Manasquan, Spring Lake and Spring Lake Heights. Cost is \$4,667.00 per district for the year.
- C7. Motion to approve BDO Consulting Services for 2021-2022 for \$4,950. Includes 3 Full PD days and meetings (6 hours) with the Administration for planning. (Utilizing ESSER II Grant funding)

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

Roll Call:

Mr. Clark - Yes	Mrs. Giblin - Yes	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Worth - Yes
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### D. Policy

- D1. Motion to approve the annual “Benefits for Employees Non-Members of the Spring Lake Education Association - 2021/2022” (**Attachment C**)  
*Note: Revisions to the Benefits for Employees Non-Members of the SLEA may be impacted pending ratification of the negotiated Agreement between the SLBOE and the SLEA.*

Mr. Worth commented on the clear understanding of the documents purpose.

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

Roll Call:

Mr. Clark - Yes	Mrs. Giblin - Yes	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Worth - Yes
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**E. Finance**

- E1. Motion to approve the Board Secretary and Treasurer Reports for the months of April and May 2021

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 April and May, 2021, 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 months of April and May 2021; 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.

- E2. Motion to approve the IDEA Grant application for 2021-2022

IDEA Basic	\$54,588
IDEA Public PreK	\$ 3,984
IDEA - Basic Non-Public	<u>\$46,561</u>
Total 2021-2022 IDEA Grant	\$105,133

- E3. Motion to approve Bills List in the amount of \$191,559.40

- E4. Motion to approve Gross Payroll Expenses:

April 15, 2021	\$143,351.83
April 30, 2020	\$141,638.97

- E5. Motion to approve the Business Administrator void the following old outstanding checks; all have been reviewed for cancellation: (Attachment D)

- E6. Motion to approve the following resolution:

WHEREAS, THE Spring Lake Board of Education proposes to deposit anticipated undesignated fund balance (surplus) into the districts capital reserve account, and  
WHEREAS, THE Spring Lake Board of Education approves up to \$500,000 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 Interim School Business Administrator, Joannette Femia, to make these transfers consistent with all applicable laws and regulations.

- E7. Motion to approve the completed Corrective Action Plan for the 2019-2020 Audit Year.

(Attachment E)

- E8. 2021-2022 Appointment of Board Professionals/Contracts: Treasurer, Attorney, Auditor, Asbury Park Accounting/Personnel Software, NJSIG Insurance MOSSIF:

Pursuant to P.L. 2015, Chapter 47, the Spring Lake Board of Education intends to renew the following contracts for the terms indicated below, previously awarded by the Board of Education. These Contracts are, have been, and will continue to be in full compliance with all State and Federal statutes and regulations; in particular, New Jersey Title 18A:18. Et. seq, N.J.A.C. Chapter 23, and Federal Uniform Administrative Requirements 2 CFR, Part 20.

- A. Move to approve Panda LLC: Treasurer of School Monies  
Fee of \$400/month; July 1, 2021 through December 31, 2021.
  - B. Move to approve Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC  
\$165/hour-Legal Services; July 1, 2021 through December 31, 2021.
  - C. NJSIG-Move to approve renewal Resolution to continue membership in the New Jersey Schools Insurance Group (NJSIG) and the Monmouth Ocean Shared Services Insurance Fund (MOSSIF). July 1, 2021 through June 30, 2022.
  - D. Asbury Park ITC-Move to renew the contract with the Asbury Park ITC for the 2021-2022 School Year at the fee of \$8,180.00.
  - E. Wielkocz & Company - Move to renew Auditor for the 2020-2021 Audit for a fee of \$13,750.
  - F. Move to recommend Balken Risk Management as Insurance Broker for Spring Lake Board of Education for the 2021-2022 School Year.
  - G. Move to recommend Phoenix Advisors, LLC as Continuing Disclosure Agent and Independent Registered Municipal Advisor for the 2021-2022 School year for a fee of \$1,000.
  - H. 2021-2022 Business Office Vendors:  
**RESOLVED**, the Spring Lake Board of Education approved the 403(b) Deferred Compensation Plan and Adoption Agreement  
**RESOLVED**, the Spring Lake Board of Education approved the following companies to provide Tax-Shelter Annuity salary reduction agreements for the 2021-2022 school year:  
  
AXA Equitable Life Insurance Co. 403(b)  
AIG Valic 403(b)
- E9. Motion to approve Consulting Agreement with Ellicott Network Consultants, LLC to provide on-site network support for the 2021-2022 School Year at a rate of \$3,748.07 per month.
- E10. Motion to approve Weatherproofing Technologies to clean and coat the Gym roof with Alumination 301 at a cost of \$32,444.99.



*Note: Quote for E10 was obtained through Tremco Construction Products Group, through the ESCNJ co-op.*

Mr. Worth stated that E10 would be approved on the condition of an evaluation of the proposal by the Building & Grounds Committee. (Note: committee met on 6/29/21 and approved the proposal)

On motion by Mr. Moran, and seconded by Mr. Worth:

Roll Call:

Mr. Clark- Yes	Mrs. Giblin - Yes	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Worth - Yes
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**XI. Public Comment on Non-Agenda Items - No Comments**

**XII. New Business - No New Business**

**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 seven (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 June 28, 2021 at: 7:50 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 - Student Matter
- 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
- Matters covered by the attorney-client privilege
- Matters involving employees and terms of their employment and contract

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 exists. Action MAY be taken on one or more items stated above.

Motion to enter Executive Session by Mrs. Giblin, and seconded by Mr. Clark at 7:50PM:  
Roll Call:Passed by unanimous consent

Mr. Clark -	Mrs. Giblin -	Mrs. Matuch -	Mr. Moran -	Mr. Worth -
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*Board will enter into executive discussion -*

Motion to exit Executive Session by Mr. Moran, and seconded by Mrs. Matuch at 8:50 PM:  
Roll Call: Passed by unanimous consent

**XIV. Action on HIB Findings**

**RESOLVED:** That the Spring Lake Board of Education affirms the recommendation of the Superintendent/Principal and finds that Harassment, Intimidation, and Bullying was not substantiated with respect to HIB case 2021-01.

Motion to affirm was made by Mrs. Giblin and seconded by Mr. Clark.  
Roll call:

Mr. Clark - Yes	Mrs. Giblin - Yes	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Worth - Yes
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Motion to re-enter Executive Session by Mr. Moran, and seconded by Mrs. Matuch at 8:52PM:  
Roll Call:Passed by unanimous consent

**Board re-entered Executive Session**

Motion to exit Executive Session by Mr. Moran, and seconded by Mr. Clark at 9:57 PM:  
Roll Call: Passed by unanimous consent

**XV. Adjournment**

Motion to Adjourn by Mr. Worth, and seconded by Mr. Clark at 8:58 PM:  
Roll Call:

Mr. Clark - Yes	Mrs. Giblin - Yes	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Worth - Yes
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Respectfully Submitted:

Joanette Femia  
Interim School Business Administrator/Board Secretary