

SPRING LAKE BOARD OF EDUCATION

COMBINED MEETING

August 3, 2015 7:00 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: 7:00 p.m.
Mr. Daino	X			
Mr. Ferraro	X			
Mr. Hale	X			
Dr. Sterling	X			
Mrs. Valori	X			

Mrs. Walsifer, Director Student Services; Mr. Mackres, SBA/Board Secretary; Mr. Griggs, Board Attorney

II. **Flag salute**

III. **Approval of Minutes**

On motion by Mr. Ferraro, and seconded by Mr. Daino

RESOLVED, to approve the minutes of the public session and executive session of the Spring Lake Board of Education as submitted for the following :

1. June 30, 2015 Regular Meeting,
2. July 7, 2015 Special Meeting
3. July 21, 2015 Special Meeting

Roll Call:

<u>Yes</u> Mrs. Valori	<u>Yes</u> Mr. Ferraro	<u>Yes</u> Mr. Hale	<u>Yes</u> Dr. Sterling	<u>Yes</u> Mr. Daino
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IV. **Public Comments on Agenda Item Only**

The length of time for public discussion may be limited to 30 minutes and individual speakers on a particular subject are limited to three minutes (Policy 1120).

- None

V. **Business Administrator's Report**

On motion by Mrs. Valori, and seconded by Dr. Sterling to approve Business Administrator's Report: A-F

- A. **RESOLVED**, that the Board Secretary for the Spring Lake Board of Education certifies that, pursuant to N.J.A.C. 6A:23A- 16.10(c) (3), as of June 2015, 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 Board of Education accepts the Financial Reports of the

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Board Secretary June 2015 and the Treasurer June 2015; and be it

RESOLVED, that the Spring Lake Board of Education certifies that, pursuant to N.J.A.C. 6A:23A-16.10(c) (4), after review of the Board Secretary's and Treasurer's monthly financial report 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 year.

B. Approval of Expenditures

1. Recommend approval of the following bills list:
 - a. July 2015 \$184,787.97
2. Recommend approval of the Gross Payroll Expense for:
 - a. June 15, 2015 \$174,911.53
 - b. June 22, 2015 \$183,795.36
 - c. June 30, 2015 \$ 1,962.38
 - d. July 15, 2015 \$ 35,447.54
 - e. July 30, 2015 \$ 46,233.37

Record of checks and distribution are on file in the business office.

C. Approval of Transfers

1. Recommend approval of appropriation adjustments
 - a. Adjustment #s 16AP0005
2. Recommend approval of expenditure adjustments
 - a. Adjustment #s 15DI0002

D. Grants

1. Title IA update
2. **RESOLVED**, the Spring Lake Board of Education retroactively approves appropriating Extraordinary Aid FY2014 of \$71,800 into the 2014-2015 budget accounts to offset special education costs:
 - a. 11-000-261-420.00 Maintenance \$35,000
 - b. 11-213-100-106.01 Salaries, Instruct-Aides \$36,800

E. Contracts

1. **RESOLVED**, the Spring Lake Board of Education retroactively approves the tuition contract with Howell Township Public Schools (Adelphia School), Monmouth County, for extended school year at a rate of \$7,284.82 (\$5,462.16 tuition and \$1,822.66 for a personal aide) for one student (SID #5961626825).
2. **RESOLVED**, the Spring Lake Board of Education approves the tuition contract with The Deron School of New Jersey, Inc, Monmouth County, for 210 days tuition, from July 1, 2015 through June 30, 2016 (180 days regular school year and 30 days extended school year) at a

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rate of \$61,294.80 (\$52,538.40 & \$8,756.40 respectively) per student for one student (SID #4300853655).

3. **RESOLVED**, the Spring Lake Board of Education approves the tuition contract with the Oakwood School, Monmouth County, for 180 days tuition, from July 1, 2015 through June 30, 2016 at a rate of \$26,428.50 for a half day and \$52,857.00 for full day per student for two students (SID #5970728266 (full-day) & #9244990712 (half-day)) for a total amount of \$79,285.50.
4. **RESOLVED**, the Spring Lake Board of Education retroactively approves the job posting for Chief School Administrator and advertising contract with Sky Agency to August 2nd, 2015, not to exceed \$2,000.00
5. **RESOLVED**, the Spring Lake Board of Education approves the tuition contract with Howell Township Public Schools (Adelphia School), Monmouth County, for the 2015-2016 school for \$40,966.00 for tuition, and a personal aide not to exceed \$43,301.00 for one student (SID #5961626825).
6. **RESOLVED**, the Spring Lake Board of Education approves tuition with Red Bank Regional High School, Monmouth County, for the 2015-2016 school year for two students.
7. **RESOLVED**, the Spring Lake Board of Education retroactively approves a parental transportation contract for one student (SID # 9964574192), for the 2015-2016 school year at a rate of \$50.00 per day for a maximum of \$10,500.00.
8. **RESOLVED**, the Spring Lake Board of Education retroactively approves landscaping contract for the 2015-2016 school year with Vanden-Bulcke Landscaping Inc for \$13,500.00.
9. **RESOLVED**, the Spring Lake Board of Education approves Tools of the Mind Curriculum Training for the 2015-2016 school year with Third Sector New England for \$2,500.00.

F. Business

1. WHEREAS, Nick Mackres, School Business Administrator/Board Secretary is authorized a qualified purchasing agent (QPA) certificate authority;

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000 to \$40,000;

NOW, THEREFORE BE IT RESOLVED that the Spring Lake Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000 for the board of education, and further authorizes Nick Mackres to award

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contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

2. **RESOLVED**, to approve authorizing the Business Administrator to pay all accounts payable for SY2015-16 in August 2015 after consultation with the CSA in compliance with policy #3326.
3. **RESOLVED**, to approve reimbursement of tuition acceptance fee \$500 (two students at \$250 each) at the request of the parents.
4. **RESOLVED**, to approve the HWM PTA Lunch Delivery Program for the 2015-2016 school year.
5. **RESOLVED**, to approve establishing a price of \$0.30 for ½ pint of milk for the 2015-2016 school year.
6. **RESOLVED**, to approve the Integrated Pest Management Plan (IPM) for the 2015-2016 school year. The district did not use any low impact or non-low impact chemicals in 2014-2015. The annual notice of the district's IPM Plan will be distributed to staff and parents in September as required. The information will also be posted on the web.

Roll Call:

<u>Yes Mrs. Valori</u>	<u>Yes Mr. Ferraro</u>	<u>Yes Mr. Hale</u>	<u>Yes Dr. Sterling</u>	<u>Yes Mr. Daino</u>
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G. Informational Items:

1. Board of Education Meeting Schedule Adjustment
2. CSA Search, Meeting with Community, 7pm, September 21, 2015, All-Purpose Room
3. CSA Search, Meeting with Parent Groups, 9am, September 28, 2015, All-Purpose Room

VI. Superintendent's Report

ADMINISTRATION

On motion by Mr. Daino, and seconded by Mr. Hale to approve Administration A-C.

A. Report on Enrollment

HW Mountz	208 (10 Non-resident)
Manasquan High School	54
CVSD	14

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B. **RESOLVED:** To approve, upon recommendation of the Superintendent, class trips as follows: No class trips

C. **RESOLVED:** To approve use of school facilities as requested:

Mid Monmouth Girls Basketball

Gymnasium

September 15-November 15, 2015

Monday-Friday Evenings and Afternoons as Available per Athletic Director

Requested by: Ken Degnan and Tom DeFasio

HW Mountz Cross Country Team-Booster Club Movie Night

All Purpose Room or Gymnasium

September 18, 2015

6 pm to 9 pm

Requested by: Kerry Patterson

Roll Call:

<u>Yes Mrs. Valori</u>	<u>Yes Mr. Ferraro</u>	<u>Yes Mr. Hale</u>	<u>Yes Dr. Sterling</u>	<u>Yes Mr. Daino</u>
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CURRICULUM/INSTRUCTION

N/A

PERSONNEL

On motion by Mr. Ferraro, and seconded by Dr. Sterling to approve Personnel A-L.

A. **RESOLVED:** To approve, upon recommendation of the Superintendent, the Professional Development Workshop and Travel Log:

Staff Member:	Date(s):	Description:	Registration Fee:	Travel Fees:	Est. Total:
Jennifer Cory	July 29, 2015	Regional Training Session for Certification and Licensing	\$0	\$21	\$0
Kerri Walsifer	August 11, 2015	SGO Workshop Long Branch, NJ	\$0	\$0	\$0
Nick Mackres	September 8-12, 2015	Black Seal License Course-Toms River, NJ	\$265	\$0	\$265
Pamela	September 29-October 5, 2015	Excel Training-	\$149 per	\$0	\$447

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Macdonald	November 16-23, 2015 November 30-December 7, 2015	Brookdale Community College-Lincroft, NJ	course		
Linda Krebs	September 25, 2015 December 11, 2015 February 19, 2016 April 8, 2016 June 10, 2016	Shore Consortium Meetings: Spring Lake, NJ Eatontown, NJ Monmouth Beach, NJ Keyport, NJ Oceanport, NJ	\$0	\$0 \$7.50 \$16.50 \$16.50 \$10	\$50.50
Cheryl Salway	September 29, 2015	Middle School Counselor Breakfast-Freehold, NJ	\$0	\$10	\$10
Matthew Tonzola	October 13, 2015	NJ Science Convention-Princeton, NJ	\$175	\$46	\$221
Timothy Sabins	October 22-23, 2015	NJASPERD Conference-Hardwick, NJ	\$150	\$32	\$182
Nick Mackres	October 23-26, 2015	ASBO International Conference Grapevine, Texas	\$795	\$1,552	\$2,347
Kerri Walsifer	November 23, 2015	Curriculum Essentials for Modern Times-Monroe, NJ	\$398	\$20	\$418

- B. **RESOLVED:** To approve, upon recommendation of the Superintendent, recognition of Bonnie Brendle as a volunteer for the Boys Soccer Team 2015-2016.
- C. **RESOLVED:** To approve, upon recommendation of the Superintendent, Nancy Ritchey, Laura Roberts and Victoria Hanlon for PreK/K Orientation on August 27, 2015 at 2 hours at \$34.36 per hour and Kelly Clark and Michelle Reilly for one hour at \$14.67 per hour.
- D. **RESOLVED:** To approve, upon recommendation of the Superintendent, Cheryl Salway, AnnMarie Henry, Karen Dettlinger, Rebecca Zielinski, Anthony DeStefano, Lauren Marcus-Feld, Shawna Sogliuzzo MS Orientation on August 27, 2015 at 2 hours at \$34.36 per hour.
- E. **RESOLVED:** To approve, upon recommendation of the Superintendent, hiring Matthew Hanlon as a summer custodian for 32 hours per week at \$12.00 per hour, pending background investigation.
- F. **RESOLVED:** To approve, upon recommendation of the Superintendent, hiring, pending background investigation:
1. Heather Squicciarini- Lunch-Recess Aide, part-time, at an hourly rate of \$12.00 per hour

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2. Kendra Barry - Lunch-Recess Aide, part-time, at an hourly rate of \$12.00/hour
3. Michele Reilley - Instructional Paraprofessional, part-time, at salary of \$16,786.92
4. Caroline Dettlinger - Instructional Paraprofessional, full-time, at salary of \$19,076.04

G. **RESOLVED:** To approve, upon recommendation of the Superintendent, the following personnel adjustments.

1. Kelly Clark - From part-time to full-time at an annual salary of \$20,506.00
2. MaryAnn Neral - Receptionist/Lunch-Recess Paraprofessional, part-time, at an hourly rate of \$12.00 per hour
3. Bonnie Brendle - From non-certified to certified staff at an annual salary of \$19,076.04

H. **RESOLVED:** To approve, upon recommendation of the Superintendent, Avon Child Study Team shared service stipend of \$1,500 to Linda Calafiore.

I. **RESOLVED:** To approve retroactive, upon recommendation of the Superintendent, Michele Parisi, for a HIB investigation, for 2.5 days at \$301.18 per day, conducted during summer schedule.

J. **RESOLVED:** To approve Lauren Marcus-Feld and pending submission/approval of finished revised Social Studies curriculum for 13 hours at \$34.36 per hour.

K. **RESOLVED:** To approve, upon recommendation of the Superintendent, hiring the following substitute teachers for the 2015-2016 School Year, pending background investigation:

1. Brittany Tenpenny \$75 per diem-Substitute Certificate
2. Alicia Rollano \$80 per diem-Certificate of Eligibility with Advanced Standing
3. Devon Smith \$80 per diem-Certificate of Eligibility with Advanced Standing

L. **RESOLVED:** To approve, upon recommendation of the Superintendent, hiring the following substitute and part-time custodian for the 2015-2016 School Year:

1. Chris Manning \$12 per hour

Roll Call:

<u>Yes Mrs. Valori</u>	<u>Yes Mr. Ferraro</u>	<u>Yes Mr. Hale</u>	<u>Yes Dr. Sterling</u>	<u>Yes Mr. Daino</u>
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STUDENT SERVICES

On motion by Mr. Daino, and seconded by Mr. Hale to approve Student Services A and B.

A. HIB Incident Report(s)

RESOLVED: To approve, upon recommendation of the Superintendent, the July 2015 HIB Incident Report. (1 incident reported, unfounded)

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- B. **RESOLVED:** To approve, upon recommendation of the Superintendent, the acceptance of one non-resident preschool tuition student for the 2015-2016 School Year at the BOE approved tuition rate of \$4,500.00.

Roll Call:

<u>Yes Mrs. Valori</u>	<u>Yes Mr. Ferraro</u>	<u>Yes Mr. Hale</u>	<u>Yes Dr. Sterling</u>	<u>Yes Mr. Daino</u>
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POLICY

On motion by Mr. Daino, and seconded by Mr. Hale to approve Policy A.

- A. **RESOLVED:** To approve, upon recommendation of the Superintendent, the second reading and adoption of the following Board policies:

- Bathroom Assistance Policy 5141.24

Roll Call:

<u>Yes Mrs. Valori</u>	<u>Yes Mr. Ferraro</u>	<u>Yes Mr. Hale</u>	<u>Yes Dr. Sterling</u>	<u>Yes Mr. Daino</u>
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VII. Old Business

- Report from Liaison to NJSBA
 - None
- Report from Liaison to Manasquan BOE
 - Manasquan Referendum - None
- Report from Liaison to HWM PTA
 - Mrs. Valori - Next meeting at 9:00 a.m., August 19th at the library. Revamping website. Hosting Back-To-School coffee. Beach Day is September 12th (rain date the 19th). Kitchen Tour Committee is Saturday, October 17th
- Report from Liaison to Spring Lake Educational Foundation/Booster Club
 - Mr. Daino - Successful Summer Spree
- Facility
 - Mr. Mackres - On target for school opening
- CSA Search
 - Advertisement placed in The Star Ledger. 22 applicants have started their applications and nine have completed their application.

VIII. New Business

- None

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IX. Public Comment / Visitors

- Melissa Foy - Request that Interim Superintendent be present five days per week

X. 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 August 3, 2015 at 7:49 p.m. to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, the length of the Executive Session is estimated to be 15 minutes after which the public meeting of the Board shall reconvene and proceed with business; 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
- 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.

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

Vote: 5 ayes nays absent abstain

Resolved: to return to open session and resume the order of business. Time: 8:00 p.m.

On motion by Mr. Daino, and seconded by Mr. Ferraro

Vote: 5 ayes nays absent abstain

- XI. 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 August 3, 2015 at 8:00 p.m. to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, the length of the Executive Session is estimated to be 10 minutes after which the public meeting of the Board shall reconvene and proceed with business; 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
- X 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 not be taken on any of the items stated above.

On motion by Mrs. Valori, and seconded by Mr. Daino

Vote: 5 ayes _____ nays _____ absent _____ abstain

Resolved: to return to open session and resume the order of business. Time: 8:04 p.m.

On motion by Mr. Ferraro, and seconded by Mr. Daino

Vote: 5 ayes _____ nays _____ absent _____ abstain

XII. Adjourn

On motion by Mrs. Valori, and seconded by Mr. Ferraro to adjourn meeting.

Vote: 5 ayes _____ nays _____ absent _____ abstain

Time: 8:05 p.m.

Respectfully submitted,



Nick Mackres
Board Secretary

