

**SPRING LAKE BOROUGH BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
April 29, 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 forwarded to newspapers, to Board members and were posted as required.

<b>Roll Call</b>	Present	Arrived at	Absent	Time: 6:30 PM
Mr. Worth	X			
Mrs. Giblin	X			
Mr. Ferraro	X			
Mrs. Matuch	X			
Mrs. Valori	X			

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

**II. Flag salute**

**III. Student Recognition - Lakewood Blueclaws Most Improved Students -** Dr. Boccuti and Mr. Worth recognized each student.

**IV. President’s Statement -** Mr. Worth announced that it was a very full agenda this evening.

**V. Safety and Security Update -** Dr. Boccuti

A. Sending School Districts Joint Crisis Planning

B. Annual Memorandum of Agreement between the Spring Lake Borough School District and Spring Lake Borough Police Department:

On motion by Mr. Ferraro, and seconded by Mrs. Matuch:

Roll Call: Passed 5-0

_Y_ Mr. Ferraro	_Y_ Mrs. Giblin	_Y_ Mrs. Matuch	_Y_ Mrs. Valori	_Y_ Mr. Worth
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**VI. Public Comments on Agenda Items Only -** Mrs. Panzini - Questioned number of students to Manasquan High School, Mrs. McCarthy explained the October 15,2018 student count, Mrs. Panzini asked about staff assignments, Mr. Worth asked Mrs. Panzini to hold off for the final budget presentation.

**VII. Discussion by Topic**

A. General

1. Building & Grounds Update - Dr. Boccuti, Mrs. McCarthy -
2. Fertilizer Discussion Item. Currently using organic product but question if it will take

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care of the weeds.

3. AHERA Consultants Proposal to provide two six month asbestos related services in the amount of \$990 per year. This is a QSAC requirement.

**RESOLVED:** To approve, upon recommendation of the School Business Administrator, AHERA Consultants proposal Item A. 3.:

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

Roll Call: Passed 5-0

_Y_ Mr. Ferraro	_Y_ Mrs. Giblin	_Y_ Mrs. Matuch	_Y_ Mrs. Valori	_Y_ Mr. Worth
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**VIII. Approval of Minutes** - February 25, 2019 Regular meeting (Passed 5-0), March 11, 2019 Special Meeting (Passed 5-0), March 18, 2019 Special Meeting (Mrs. Giblin - Requested to make sure the tentative middle school mathematics course offerings are added to the minutes, Passed 5-0), and April 15, 2019 Special Meeting (Tabled). March 25, 2019 BOE regular meeting minutes and April 15, 2019 BOE special meeting minutes are tabled and to be resent to the BOE for review.

On motion by \_\_Mrs. Matuch\_\_\_\_, and seconded by \_Mr. Ferraro: (Single vote was transitioned to individual votes as summarized above.)

Roll Call: (See above.)

_Y_ Mr. Ferraro	_Y_ Mrs. Giblin	_Y_ Mrs. Matuch	_Y_ Mrs. Valori	Y__ Mr. Worth
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**IX. School Business Administrator’s Report**

A. Board Secretary and Treasurer Reports as of February 28, 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 February 28, 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:** The Spring Lake Borough Board of Education accepts the Financial Reports of the Secretary and Treasurer for the month of February 28, 2019; and therefore be it

**RESOLVED:** 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:

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1. Approval of Bills List \$280,010.33
  
2. Approval of Gross Payroll Expense:
  - March 15,2019 - \$155,795.93
  - March 31,2019 - \$157,287.63
  - April 15, 2019 - \$ 158,745.86
  - April 18, 2019 - \$ 65,741.44- retro pay

**RESOLVED:** To approve, upon recommendation of the School Business Administrator, School Business Administrator Items IX. A. and B.:

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

Roll Call: Passed 5-0

<u>  </u> Y <u>  </u> Mr. Feraro	<u>  </u> Y <u>  </u> Mrs. Giblin	<u>  </u> Y <u>  </u> Mrs. Matuch	<u>  </u> Y <u>  </u> Mrs. Valori	<u>  </u> Y <u>  </u> Mr. Worth
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Noted that Mr. Feraro abstained on any items pertaining to MOESC.

C. Adoption of the 2019-2020 School Year Budget and Tax Levy - Dr. Boccuti and Mrs. McCarthy presented their 2019-2020 final budget presentation including an announcement that it will be posted on the website the next day.

Discussion: Mrs. DiFeo questioned surplus, Mrs. Dubach - Questioned legal surplus, Mrs. Hansen questioned numbers of students in Manasquan, stated PreK should be a shared services, stated the school district should go back to a budget vote, stated the school district should tap more on PTA, SLED, and Boosters, Mrs. McCarthy addressed a few of the items, Mr. Clark - Stated he believes we are increasing administrative staff, Mr. Dubach - Questioned the the Extended School Year (ESY) program, Mrs. Talucci - Questioned middle school mathematics offerings, Dr. Boccuti replied that there was not recommendation to reduce current middle school mathematics offerings, Mrs. Panzini - Commented on middle school social studies, Mrs. Winn - Echoed Mrs. Panzini's comments on social studies.

WHEREAS, the Spring Lake Borough Board of Education adopted a tentative 2019-2020 Budget on March 18, 2019 to be submitted to the Executive County Superintendent of Schools for review and approval, and

WHEREAS, the tentative 2019-2020 Budget was reviewed,corrected and approved by the Executive County Superintendent of Schools on April 12, 2019 and

WHEREAS, the tentative Budget was advertised in the legal section of the Coast Star on April 25, 2019;

WHEREAS, the tentative Budget has been presented to the Public during the Regular Meeting of April 29, 2019:

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	<b>GENERAL</b>	<b>SPECIAL</b>	<b>DEBT</b>	
	<b><u>FUND</u></b>	<b><u>REVENUES</u></b>	<b><u>SERVICE</u></b>	<b><u>TOTAL</u></b>
<b>2019-20 Total Expenditures</b>	<u>\$7,632,661</u>	<u>\$280,752</u>	<u>\$161,200</u>	<u>\$8,074,613</u>
<b>Less: Anticipated Revenues</b>	<u>\$1,083,950</u>	<u>\$280,752</u>	<u>\$ 49,672</u>	<u>\$1,414,374</u>
<b>Taxes to be Raised</b>	<u>\$6,548,711</u>	<u>\$0.00</u>	<u>\$111,528</u>	<u>\$6,660,239</u>

Advertised the Executive County Superintendent approved 2019-2020 Budget in The Coast Star in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a Regular Board Meeting was held in the library of H.W. Mountz Elementary School, 411 Tuttle Ave, Spring Lake, New Jersey on Tuesday, April 29, 2019 at 6:30 PM for the purpose of conducting a Public Hearing on the Budget for the 2019-2020 School Year.

**Travel and Related Expense Reimbursement 2019-2020**

WHEREAS, the Spring Lake Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school District; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular District business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or Board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$25,000.00 for all staff and Board members for the 2019-2020 school year.

**Tax Levy Certification - A4F - Form A**

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RESOLVED, that the amount required for School Tax purposes for Spring Lake Borough Schools, Monmouth County, NJ for the 2019-2020 SY is a total of \$6,660,239. (includes General Fund and Debt Service)

**Adoption of Tax Levy Payment Schedule**

General Fund	\$6,548,711
Debt Service	<u>111,528</u>
Total Tax Levy	\$6,660,239

Due Date	General Fund Amount	Debt Service
July	\$545,725	--
August	545,726	--
September	545,726	\$6,200
October	545,726	--
November	545,726	--
December	545,726	--
January	545,726	--
February	545,726	\$105,028
March	545,726	--
April	545,726	--
May	545,726	--
June	<u>545,726</u>	--
<b>Total</b>	<b>\$ 6,548,711</b>	<b>\$111,528</b>

**RESOLVED:** To approve, upon recommendation of the Superintendent and School Business Administrator, School Business Administrator Item C.:

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

Discussion: Mr. Ferraro commented on his belief that the school district should not be eliminating intervention teachers and other teachers when the school district should be expanding programs, Mrs. Valori thanked Dr. Boccuti and Mrs. McCarthy for their work on the 2019-2020 budget.

Mr. Worth offered an amendment/motion in reference to changing the 2018-2019 budget and 2019-2020 budget involving a variety of topics including unknown June 30, 2019 final surplus if any, designated accounts for previous approved purposes. Robust Board of Education discussion in all areas.

Roll Call: Defeated 1-4

<u>_N_</u> Mr. Ferraro	<u>_N_</u> Mrs. Giblin	<u>_N_</u> Mrs. Matuch	<u>_N_</u> Mrs. Valori	<u>_Y_</u> Mr. Worth
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Original motion:

Roll Call: Passed 4-1

_N_ Mr. Feraro	_Y_ Mrs. Giblin	_Y_ Mrs. Matuch	_Y_ Mrs. Valori	_Y_ Mr. Worth
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**X. Superintendent's Report**

ADMINISTRATION

A. Report on Enrollment

<b>HW Mountz</b>	<b>173 Students 16 Non-Residents</b>
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<b>Manasquan High School</b>	<b>41 Students</b>
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<b><u>Other:</u> Special Education Out of District Monmouth County Vocational School Red Bank Regional</b>	<b><u>Students</u> 11 Students 11 Students 4 Students</b>
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<b>Non-Public Transportation</b>	<b>87 Students</b>
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B. Class Trips

Class	Teacher(s)	Destination
Pre-K	Mrs. Ritchey, Mrs. Neral, Mrs. O'Connell	Algonquin Theater-Manasquan, NJ
Kindergarten	Mrs. Roberts, Mrs. Brendle	Manasquan Reservoir-Howell, NJ PTA Mini Grant
Kindergarten	Mrs. Roberts, Mrs. Brendle	Storybook Land-Egg Harbor, NJ
Grade 4	Mrs. Callahan, Ms. Clark, Mrs. Reid	Bayshore Waterfront Park-Port Monmouth, NJ
Grade 7	Mrs. Krebs, Mrs. Iacouzzi	Spring Lake Historical Society-Spring Lake, NJ
Grade 7	Mr. DeStefano, TBA	Philadelphia Zoo-Philadelphia, PA
Grade 8	Mrs. Krebs, Mr.	Maker Fest-Wall Intermediate School, Wall

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	Tonzola	NJ
Grade 8	Mrs. Pearce, Mrs. Krebs, TBA	Walking Trip to Spring Lake Pizzeria-Spring Lake, NJ
Grade 8	Dr. Boccuti, Mrs. Cosentino, Mr. DeStefano, Mrs. Koch, Mr. Livingood, Mrs. Marcus Feld, Mrs. Salway	Washington, DC

C. Use of Facilities

Spring Lake Heights School District

1 air conditioned room - Speech, Occupational Therapy, Physical Therapy

June 25, 2019 - August 30, 2019

1 air conditioned room - Music

July 8, 2019 - August 1, 2019

Requested by: John Spalthoff

Drama Club

All Purpose Room

Additional dates requested: TBD

Requested by: Karen Burlington

**RESOLVED:** To approve, upon recommendation of the Superintendent, Administration Items B. and C. with a final agreement between the Spring Lake Borough School District and Spring Lake Heights School District recommended by the Superintendent and reviewed and approved by the Board of Education at the May 29, 2019 regular meeting:

On motion by Mr. Ferraro, and seconded by Mrs. Matuch:

Roll Call: Passed 5-0

<u>  </u> Y <u>  </u> Mr. Ferraro	<u>  </u> Y <u>  </u> Mrs. Giblin	<u>  </u> Y <u>  </u> Mrs. Matuch	<u>  </u> Y <u>  </u> Mrs. Valori	<u>  </u> Y <u>  </u> Mr. Worth
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CURRICULUM/INSTRUCTION

A. Technology Plan - Mr. Soto - Presented current and long range technology plan considerations

Discussion: Mrs. Giblin thanked Mr. Soto for assembling the plan and asked a few clarification questions, Mr. Worth referred this discussion back to the Curriculum Committee.

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B. Update on information items for the May 28, 2019 Board of Education regular meeting:

1. 2019-2020 Placement instruments
2. 2019-2020 Gifted & Talented Program
3. New Jersey Department of Education Connected Action Roadmap (CAR): A Systems Approach to Strengthening Teaching, Leading, and Learning

PERSONNEL

A. Professional Development Workshop and Travel Log:

Staff Member:	Date(s):	Description:	Registration Fee:	Travel Fees:	Est. Total:
Krystyna Domogala	April 11, 2019	ESEA Articulation Meeting-Freehold, NJ	\$0	\$5.60	\$5.60

B. Approval to accept, with best wishes, the retirement of Marcia McGowan effective July 1, 2019.

C. Approval to add Erin McNicholas to the 2018-2019 Substitute Teacher List at the per diem rate of \$80, pending criminal history clearance.

D. Approval for Tyler Hrapsky as a substitute custodian at the hourly rate of \$12 per hour, pending criminal history clearance.

E. Approval for Richard Sambataro as a substitute custodian at the hourly rate of \$12 per hour pending criminal history clearance.

**RESOLVED:** To approve, upon recommendation of the Superintendent, Personnel Item A. - E.:

On motion by Mrs. Giblin, and seconded by Mr. Feraro

Roll Call:

__Y__ Mr. Feraro	__Y__ Mrs. Giblin	__Y__ Mrs. Matuch	__Y__ Mrs. Valori	__Y__ Mr. Worth
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STUDENT SERVICES



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A. HIB Report

B. Approval of Affirmative Action Committee Members-Krystyna Domogala, Affirmative Action Officer, and Christopher Soto, Linda Calafiore, Ellen Cosentino, Aimee Kinsella, John Livingood, Laura Roberts

C. Approval for Affirmative Action Committee to conduct the needs assessment and develop the 2019-2022 District Comprehensive Equity Plan.

**RESOLVED:** To approve, upon recommendation of the Superintendent, Student Services Item A.-C.:

On motion by Mrs. Matuch, and seconded by Mr. Ferraro:

Roll Call: Passed 5-0

__Y__ Mr. Ferraro	__Y__ Mrs. Giblin	__Y__ Mrs. Matuch	__Y__ Mrs. Valori	Y__ Mr. Worth
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**XIV.** (Moved up in the agenda.) **BOE Workshop - Kathy Winecoff, NJSBA and Dr. Lester Richens, Executive County Superintendent** - Mrs. Winecoff opened by explaining the focus of this workshop was on the evaluation of the Superintendent on the new evaluation tool, its timeline, and process. In addition, she addressed the Board of Education self evaluation and 2019-2020 Board of Education, School District Goals process, its timeline, and process.

POLICY

A. Ad Hoc Committee and Liaison Reports

1. Report from Liaison to NJSBA - Mrs. Valori- Added to Mrs. Winecoff's presentation a recommendation for the new Board of Education to start working on its own 2019-2020 Board of Education goals and School District goals.
2. Manasquan BOE Liaison - Vacancy
3. Report from Liaison to HWM PTA - Mrs. Matuch - Reported on April 8, 2019 meeting inclusive of PTA Mini Grants and library/media center renovation.

Motion to approve library/media center renovation project contingent upon on receipt and confirmation of letter of commitment from PTA and SLED. M, G

Roll Call: Passed 5-0

__Y__ Mr. Ferraro	__Y__ Mrs. Giblin	__Y__ Mrs. Matuch	__Y__ Mrs. Valori	__Y__ Mr. Worth
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Motion \$20,000 M, G

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Roll Call: Passed 5-0

_Y_ Mr. Ferraro	_Y_ Mrs. Giblin	_Y_ Mrs. Matuch	_Y_ Mrs. Valori	_Y_ Mr. Worth
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4. Report from Liaison to Spring Lake Educational Foundation - Mr. Ferraro - Reported on “Cool the School” fundraiser brought in over \$8,000.

5. Report from Liaison to the Booster Club - Mrs. Giblin - Reported Booster Club request for athletic costs and provided a set of October 2015 prior architect’s plans for locker rooms. Booster Club inter

6. Ad hoc Communication Committee - Dr. Boccuti - Provided report on the first two meetings.

7. Ad Hoc Future of Mountz Committee - Mr. Worth - Provided initial planning report for upcoming first meeting on May 10, 2019.

**B. Committee Reports**

1. Finance, Negotiations, Personnel - Mr. Worth, Mrs. Giblin - Provided report on the previous meeting that only included Mr. Worth and Mrs. McCarthy, two members missing.
2. Building, Grounds, and Security - Mr. Worth, Mr. Ferraro - No meeting.
3. Curriculum, Instruction, Student Needs - Mrs. Matuch, Mrs. Giblin - Both reported on their pleasure to see Mr. Soto’s technology plan.
4. Communications - Mrs. Matuch, Mrs. Giblin - Reported on the upgraded Blackboard upgrade.
5. Policy and Legislation - Mrs. Valori, Mr. Worth - Refer to list below.

**C. Policies (P) and Regulations (R) -First Reading:**

- P & R 1550-Equal Employment/Anti-Discrimination Practices (M) (Revised) - Move with state mandated changes and added recommendations for second reading and approval.
- P 2431-Athletic Competition (M) (Revised) - Move with state mandated changes and added recommendations for second reading and approval.
- R 2431.2-Medical Examination Prior to Participation on a School-Sponsored

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Interscholastic or Intramural Team of Squad (M) (Revised) - Move with state mandated changes and added recommendations for second reading and approval.

- P 2431.8-Varsity Letters for Interscholastic Extracurricular Activities (M) (New) - NA
- P & R 5350-Student Suicide Prevention (M) (Revised) - Move with state mandated changes and added recommendations for second reading and approval.
- P 5533-Student Smoking (M) (Revised) - Move with state mandated changes and added recommendations for second reading and approval.
- P 5535-Passive Breath Alcohol Sensor Device (Revised) - NA
- P & R 5561-Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised) - Move with state mandated changes and added recommendations for second reading and approval.
- P 8462-Reporting Potentially Missing or Abused Children (M) (Revised) - Move with state mandated changes and added recommendations for second reading and approval.
- P 8561-Procurement Procedures for School Nutrition Program (New) - NA
- P 8454-Management of Pediculosis - Tabled for review by new School Nurse, Mrs. Koch.
- P 0131-Bylaws and Policies - Move with state mandated changes and added recommendations for second reading and approval.
- P 0164-Conduct of Board Meetings - Move with state mandated changes and added recommendations for second reading and approval.
- P 7510-Use of School Facilities - Move with state mandated changes and added recommendations for second reading and approval.
- P 5111 - Eligibility of Resident/Nonresident Students - Move with state mandated changes and added recommendations for second reading and approval.

Motion G, M

Roll Call: Passed 5-0

<u>  </u> Y <u>  </u> Mr. Feraro	<u>  </u> Y <u>  </u> Mrs. Giblin	<u>  </u> Y <u>  </u> Mrs. Matuch	<u>  </u> Y <u>  </u> Mrs. Valori	<u>  </u> Y <u>  </u> Mr. Worth
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D. Annual Review of Non-Resident Student P 5111.3 - Recommended to renew as is with Motion G, M

Roll Call: Passed 5-0

<u>  </u> Y <u>  </u> Mr. Feraro	<u>  </u> Y <u>  </u> Mrs. Giblin	<u>  </u> Y <u>  </u> Mrs. Matuch	<u>  </u> Y <u>  </u> Mrs. Valori	<u>  </u> Y <u>  </u> Mr. Worth
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**XI. Old Business**

A. Long Range Facilities Plan (LRFP) - Mr. Worth - Presented his own version of the LRFP.

B. Referendum follow up discussion - Board of Education discussion. Motion from Mrs. Giblin:

Resolution to consider funding \$1.7 million referendum to fund the following potential projects if funding is necessary:

1. Air conditioning
2. Roof repairs
3. IT infrastructures needs
4. Locker rooms
5. Science and 3D printer room venting

Conditions of resolution:

1. Roof scan and air quality study to be completed.
2. 2 Architects/engineers should quote project
3. Board of Education Buildings & Grounds Committee will work together to define 2-3 options in reference to locker rooms, IT needs, roof, and air conditioning.
4. All items identified in near term plan should be part of scope of work for architect to quote in addition to items above.
5. All items quoted will have a timeline for completion and funding proposal to ensure all items are completed by the Board.

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

Roll Call: Passed 5-0

<u>  </u> Y <u>  </u> Mr. Feraro	<u>  </u> Y <u>  </u> Mrs. Giblin	<u>  </u> Y <u>  </u> Mrs. Matuch	<u>  </u> Y <u>  </u> Mrs. Valori	<u>  </u> Y <u>  </u> Mr. Worth
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**XII. New Business**

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**XIII. Public Comment on Any Topic** - Mrs. Hansen commented on a variety of topics.

**XV. Adjourn**

On motion by \_Mrs. Valori\_\_\_\_\_, and seconded by \_Mrs. Giblin\_\_\_\_\_:

Roll Call: Passed 5-0

<u>_Y_</u> Mr. Feraro	<u>_Y_</u> Mrs. Giblin	<u>_Y_</u> Mrs. Matuch	<u>_Y_</u> Mrs. Valori	<u>_Y_</u> Mr. Worth
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The meeting was adjourned at 12:30 p.m.