

**SPRING LAKE BOROUGH BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
November 25, 2019 6:30 PM**

**I. Call to order:** President 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 published in the Asbury Park Press and on the district website."

<b>Board Member</b>	<b>Arrival Time</b>
Mr. James Worth, President	6:20 p.m.
Mrs. Noelle Giblin, Vice President	6:20 p.m.
Mr. Ed Hale	6:20 p.m.
Mrs. Karen Matuch	6:20 p.m.
Mr. Michael Moran	6:20 p.m.

Administration: Stephen LaValva, EdD, Principal/Acting Superintendent,  
Denise McCarthy, SBA/BS; Paul Griggs, Esq., Board Attorney

**II. Flag salute-***President Worth led the flag salute.*

**III. Approval of Minutes**

Motion to approve, the Minutes of the October 28, 2019 Regular Meeting and the November 2, 2019 Special Meeting. *This action was tabled until the December 16, 2019 Board meeting.*

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

Roll Call:

___ Mrs. Giblin	___ Mr. Hale	___ Mrs. Matuch	___ Mr. Moran	___ Mr. Worth
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**IV. Correspondence-** *There was no correspondence.*

**V. President's Statement-** *President Worth commented on the election results. The winners were himself, Mr. Clark and Mr. Moran. Mr. Hale would like to stay involved with the Buildings and Ground committee. President Worth also asked parents to ask people who have left the school to come back and tell them about all of the wonderful things that are happening at H.W. Mountz.*

**VI. Public Comments on Agenda Items Only-** *Mr. Clark and Mr. Roache questioned the \$ 81,000 special education settlement in item D6 and Mr. Clark asked if it is normal to use emergency reserve money for this. Mr. Worth explained that this item couldn't be discussed as it relates to special education.*

**VII. Presentations-** *Mr. Tonzola and Mrs. Pearce explained the process involved in designing a new school logo and letterhead. Dr. LaValva congratulated Marky Talucci as the winner of the logo contest*

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*and Anna Martin as the winner of the new letterhead design.*

**VIII. Committee Reports**

A. Committee Reports

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

*Mr. Worth commented that the committee discussed having a first round of the 20-21 budget completed by February 1, 2020. Mrs. Giblin commented that the committee has been reviewing the major accounts and has started to talk about the budget process.*

2. Buildings and Grounds, and Security - Mr. Worth, Mrs. McCarthy

*Mr. Worth provided an update on the status of correcting the grading issue in the front of the building.*

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

*Mrs. Matuch discussed the NJSLA scores and how to address student needs. Also discussed was Character Education needs, promoting our Pre-K and Kindergarten program to attract new students, development of a Technology plan and professional development needs and funding.*

4. Policy and Legislation - Mr. Worth, Mr. Moran

*Mr. Moran commented that one specific policy is in the process of being developed and that has to do with days away from Mount school for sick, bereavement and personal. The goal is make this consistent with all personnel.*

5. Communications -

a. Manasquan BOE Liaison-Mr. Moran

*Mr. Moran commented on the HVAC and Safety & Security upgrades being done at Manasquan Hugh School and that the work is to be performed in 2020.*

b. HWM PTA Liaison-Mrs. Matuch

*Mrs. Matuch commented that the PTA approved their mini grants, they are hosting a holiday drive to collect gifts and over forty bags of clothing were received for the clothing drive.*

c. Spring Lake Education Foundation-Mr. Moran

*Mr. Moran commented that \$ 9,400 was raised for "Cool the School" but they want to understand the broader HVAC issues prior to purchasing units. SLED is also looking for a big fundraiser idea for this year and for people with students in the school to join the Foundation. Dr. LaValva asked that Rooms 301 and 302 be the priority.*

d. Booster Club Liaison-Mrs. Giblin

*Mrs. Giblin commented on the success of the JV Basketball tournament and that very positive feedback was received about it. She also recognized the hard work of all of the Booster Club parents to get the tournament up and running and acknowledged the student volunteers.*

**IX. Administrative Report/ Presentations**

A. Thank you from Acting Superintendent

1. NJHS Students and Mrs. Dettlinger-Students Change Hunger Food Drive

*Dr. LaValva thanked all involved for their contributions to the drive.*

2. Generous anonymous donation for dyslexia and reading programs

*Dr. LaValva commented that he was very grateful for this donation.*

3. Community for voting on our 19/20 school and BOE logos

*Dr. LaValva thanked all that participated.*

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- B. Monthly HIB Report-*No HIB incidents to report.*
- C. Report on Enrollment- *Dr. LaValva commented that the school picked up one student and enrollment was now at 147. There are two potential new students in the work for Pre-K.*
- D. Tiger Den- *Mrs. McCarthy reported that Tiger Den is currently operating at a profit through the end of October but that she will continually monitor the program to make sure that this continues to be the case.*
- E. PE Position Update- *Dr. LaValva stated that he interviewed twelve candidates for the position and invited four to come back. He was pleased with the candidate pool and hopes to appoint the new teacher at the December 16, 2019 Board meeting.*

***X. Action Items***

**A. Curriculum and Instruction**

A1. Motion to approve the following class trips:

Class	Teacher(s)	Destination
Kindergarten	Mrs. Roberts, 6 Parents, (1) staff member tba	Storybook land-Egg Harbor Township, NJ
Kindergarten & Grade 1	Mrs. Krebs, Ms. O'Sullivan, Mrs. Pearce, Mrs. Roberts, Miss Ruchalski	Walking Trip-Spring Lake Police, Library-Spring Lake, NJ (Climate Committee)
Grade 8 SEA	Mrs. Krebs, Mr. Tonzola	Model United Nations-Manasquan High School-Manasquan, NJ
Grade 7 SEA	Mrs. Krebs, Mr. Tonzola, Mrs. Pearce	Music and Movies Convocation-Middletown, NJ
Grade 6	Mrs. Krebs, Mrs. Pearce	Walking Trip-Spring Lake Police-Spring Lake, NJ (Climate Committee)
Grade 5 SEA	Mrs. Krebs, Mr. Tonzola	Newark Museum-Newark, NJ
Grade 4 and 5 SEA	Mrs. Krebs, Mr. Tonzola	Middletown Arts Center-Middletown NJ and Belmar Creativity Lab-Belmar, NJ
Grades 3 & 4	Mrs. Abbot, Mrs. Callahan, Miss Clark	The Arbors-Spring Lake, NJ
NJHS Students	Mrs. Dettlinger	Fulfill-Food Bank-Neptune, NJ
Peer Mediators	Mrs. Dettlinger	First Presbyterian Church-Manasquan, NJ

A2. Motion to approve the following facility use requests:

PTA Holiday Gift Fair  
December 6, 2019  
APR

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Requested by: Eileen Lin

Camp Invention-Summer STEM Camp for K-6 Grade Students  
Week of August 17-22, 2020  
40-50 students-Classrooms  
Requested by: Bonnie Brendle

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

Roll Call:

Yes- Mrs. Giblin	Yes- Mr. Hale	Yes- Mrs. Matuch	Yes- Mr. Moran	Yes- Mr. Worth
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*Note: Camp Invention in August is tentatively approved conditional upon being able to conduct and not disrupt the summer maintenance/renovation schedule.*

**B. Personnel**

B1. Motion to approve the following Professional Development Workshop and Travel Log:

Staff Member:	Date(s):	Description:	Registration Fee:	Travel Fees:	Est. Total:
Brigid Maniace and Laura Roberts	12/17/19	Dyslexia, Dyscalculia and Dysgraphia-Toms River, NJ	\$220 each	\$0	\$220 each

- B2. Motion to approve Barry Kinsberg as a substitute teacher for the 2019-2020 school year, pending criminal history clearance.
- B3. Motion to approve unpaid leave for Joan O’Connell from November 5-December 1, 2019.
- B4. Motion to approve unpaid leave for Bonnie Brendle from December 2-December 13, 2019.
- B5. Motion to approve, with best wishes, the retirement of Michelle Iacouzzi, effective January 1, 2020.
- B6. Motion to abolish the instructional assistant contract for Margaret Ping for the 2019-2020 School year.
- B7. Motion to extend the Long-Term substitute teacher assignment of Margaret Ping from January 1, 2020-June 30, 2020.
- B8. Motion to approve the appointment of Sandra Smagula as Instructional Assistant for November 26, 2019-June 30, 2020.

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

Roll Call:

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Yes-Mrs. Giblin	Yes-Mr. Hale	Yes-Mrs. Matuch	Yes-Mr. Moran	Yes- Mr. Worth
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**C. Student Services**

- C1. Motion to approve a contract for JM Therapy, Jessica Mack, MS ED. to provide consultation Services by a Board Certified Behavior Analyst (BCBA) for SID 7362824305. This service is based upon an anticipated time of 15 hours at an hourly rate of \$125, not to exceed \$1,875.

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

Roll Call:

Yes-Mrs. Giblin	Yes-Mr. Hale	Yes-Mrs. Matuch	Yes-Mr. Moran	Yes- Mr. Worth
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**D. Finance**

- D1. Motion to approve the Board Secretary and Treasurer Reports for the month of October 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 October 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 Spring Lake Borough Board of Education accepts the Financial Reports of the Secretary and Treasurer for the month of October 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.

- D2. Motion to approve Bills List in the amount of \$ 311,821.86.

- D3. Motion to approve Gross Payroll Expenses:

October 15, 2019 in the amount of \$ 156,733.24  
October 30. 2019 in the amount of \$ 163,359.43

- D4. Motion to approve transfers in the amount of \$ 5,043.37.

- D5. Motion to approve acceptance of the very generous and anonymous donation of \$3,000 to be allocated to early diagnosis and implementation of learning strategies to overcome dyslexia.

- D6. Motion to approve a request to the Commissioner of Education to use up to \$ 188,398

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of Emergency Reserve funds leftover from the Security Plan previously approved on March 26, 2018 for the following unbudgeted and unanticipated expenditures in the 2019-2020 fiscal year:

- Special education settlement in the amount of \$ 81,120
- Mold remediation costs to date in the amount of \$ 64,686

(The mold remediation costs to date do not include the cost to repair the inside of the classroom as this cost will not be known until, the repairs to the exterior of the building are completed.)

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

Roll Call:

Yes-Mrs. Giblin	Yes-Mr. Hale	Yes-Mrs. Matuch	Yes-Mr. Moran	Yes- Mr. Worth
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**XI. Old Business- None**

**XII. New Business -None**

**XIII. Public Comment on Non-Agenda Items**

*Mrs. Dubac asked if the chalk etching in the front of the building could be cleaned. Dr. LaValva to see if the rain will wash it away first. Mr. Clark questioned the candidates for Superintendent. Mr. Worth stated that there is no need to host another round of interviews as they have a good candidate. Mr. Clark questioned the number of PLC's and G & T on the teachers' schedules. Mrs. Giblin stated that it is all about transparency and some of the time had not been reported properly last year. Mr. Worth stated that the number of staff will be looked at in next year's budget process. Mr. Clark inquired about staff having to clock in and out. Is this in the teachers' contract? Dr. LaValva explained that while the staff is diligent about signing in, they are not as diligent about signing out and this will be addressed. Mr. Worth commented that this will be taken as an action item as there are many reasons to know where people are. Mr. Roache questioned why non-instructional periods at the end of the day. DR. LaValva explained that it depended on the teacher's schedule. Mr. Worth said this will be taken into consideration and give Dr. LaValva more time to look into this. Mr. Healey commented that he is receiving Webmaster notifications well after the event has taken place. Mrs. Matuch stated to always check the website. Mr. Worth asked if Mr. Soto could look into this. Mrs. Lynch commented that she is very happy about the anonymous donor and inquired as to who is responsible to spend this money.*

**XIV. 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

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Education go into Executive Session on October 28, 2019 at: 7:42 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 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

**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. Hale Time 7:42 PM:  
Roll Call:

Yes- Mrs. Giblin	Yes-Mr. Hale	Yes-Mrs. Matuch	Yes-Mr. Moran	Yes- Mr. Worth
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Motion to exit Executive Session by Mr. Hale, and seconded by Mrs. Giblin Time 8:25 PM:

Roll Call:

Yes- Mrs. Giblin	Yes-Mr. Hale	Yes-Mrs. Matuch	Yes-Mr. Moran	Yes- Mr. Worth
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**XV. Action items pursuant to Executive Session (Only if Needed): *Not applicable.***

Motion to approve item(s) \_\_\_\_\_ by \_\_\_\_\_, and seconded by \_\_\_\_\_:

Roll Call:

____ Mrs. Giblin	____ Mr. Hale	____ Mrs. Matuch	____ Mr. Moran	____ Mr. Worth
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**XVI. Adjournment**

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Motion to Adjourn by Mrs. Giblin, and seconded by Mr. Hale, Time: 8:50 PM:  
Roll Call:

Yes- Mrs. Giblin	Yes-Mr. Hale	Yes-Mrs. Matuch	Yes-Mr. Moran	Yes- Mr. Worth
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Respectfully submitted,

Denise McCarthy  
School Business Administrator/Board Secretary