

**SPRING LAKE BOARD OF EDUCATION**

**REGULAR MEETING MINUTES**

March 20, 2017 6:30 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.

<b>Roll Call</b>	Present	Arrived at	Absent	Time: 6:31 p.m.
Mr. Daino	X			
Mr. Ferraro	X			
Mrs. Foy			X	
Dr. Sterling	X			
Mrs. Valori	X			

Dr. Boccuti, CSA; Mr. Mackres, SBA/Board Secretary

**II. Flag salute**

**III. Recognition**

1. Recognition of Michelle Beer-Monmouth County School Boards Association 8th Grade Dialogue Delegate

**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).

- Elsie Dubac - Reserves - Are they transferred out or kept in bank account to earn interest?

**V. Approval of Minutes**

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

**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. February 21, 2017 Regular Meeting
2. March 6, 2017 Work Session Meeting

Roll Call:

<u>Absent</u> Mrs. Foy	<u>Yes</u> Mrs. Valori	<u>Abstain #1</u> Mr. Ferraro <u>Yes #2</u>	<u>Yes</u> Dr. Sterling	<u>Yes</u> Mr. Daino
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**VI. Business Administrator's Report**

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

**A. Secretary and Treasurer Reports**

**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 January 2017, that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of

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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 Board Secretary and the Treasurer for January 2017; 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. February 2017           \$535,367.30
2. Recommend approval of the Gross Payroll Expense for:
  - a. February 28, 2017     \$149,820.92
  - b. March 15, 2017        \$150,457.86

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

**C. Approval of Transfers**

1. Recommend approval of appropriation adjustments  
Adjustment #s 17AP0045 - 17AP0057
2. Recommend approval of disbursement adjustments  
Adjustment #s 17DI0002

**D. Grants**

1. **RESOLVED**, the Spring Lake Board of Education hereby accepts and appropriates IDEA Carryover:

<u>Name</u>	<u>Revenue Account #</u>	<u>Expense Account #</u>	<u>Amount</u>
IDEA Basic Prof/Tech Svc	20-4421-251	20-251-200-300-SC	\$11,230.00
IDEA PreK Salary Teacher	20-4423-253	20-253-100-101-SL	\$ 14.00
IDEA PreK Prof Tech Svcs	20-4423-253	20-253-200-300-SC	\$ 647.00

2. **RESOLVED**, the Spring Lake Board of Education approves application for FY18 E-Rate Program (Universal Service Program for School and Libraries).
3. **RESOLVED**, the Spring Lake Board of Education approves application for FY18 NJSIG (New Jersey Schools Insurance Group) Safety Grant for \$2,108.00.

**E. Contracts**

1. **RESOLVED**, the Spring Lake Board of Education retroactively approves the tuition contract with the Y.A.L.E. School Central, Inc, Burlington County, for the remainder of the

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2016-2017 school year (March 9, 2017 through June 30, 2017) for one (1) student (SID# 9228498321) at a rate of \$16,830.40.

2. **RESOLVED**, the Spring Lake Board of Education retroactively approves a parental transportation contract for one student (SID # 9228498321) from March 9, 2017 through the remainder of the 2016-2017 school year for a full year contract amount of \$18,800.00, prorated for \$104.44 per day through the remainder of the current school year.
3. **RESOLVED**, the Spring Lake Board of Education approves Settembrino Architects to provide a complete HVAC Analysis and Board Presentation for a fixed fee \$1,750.00.
4. **RESOLVED**, the Spring Lake Board of Education approves Statistical Forecasting LLC to perform demographic services not to exceed \$4,000.00 for Option 1, Demographic Study with presentation.

F. Business

1. **RESOLVED**, the Spring Lake Board of Education approves the Lead Drinking Water Testing Sampling Plan.
2. Tentative Budget County Submission

**Capital Reserve Account Withdrawal 2017-2018**

**(Architectural Designs for Air Conditioning, Solar System, Storage and Locker Room Redesign)**

RESOLVED that the Spring Lake Board of Education requests the approval a capital reserve withdrawal in the amount of \$100,000. The district intends to utilize these funds for the 2017-2018 school year at the H.W. Mountz School.

**Maintenance Reserve Account Withdrawal 2017-2018**

**(Repairs and Upkeep)**

RESOLVED that the Spring Lake Board of Education requests the approval a maintenance reserve withdrawal in the amount of \$75,000. The district intends to utilize these funds for the 2017-2018 school year at the H.W. Mountz School.

**Tuition Reserve Account Withdrawal 2017-2018**

RESOLVED that the Spring Lake Board of Education requests the approval a maintenance reserve withdrawal in the amount of \$80,255. The district intends to utilize these funds for the 2017-2018 school year tuition at the Manasquan High School.

**Travel and Related Expense Reimbursement 2017-2018**

WHEREAS, the Spring Lake Board of Education recognizes school staff and Board members will incur

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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

WHEREAS, the Spring Lake Board of Education established \$17,898.00 as the maximum travel amount for the current school year and has expended \$7,140.74 as of this date; now

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 \$18,129.00 for all staff and board members for the 2017-2018 school year.

**Adoption of Tentative Budget 2017-2018**

BE IT RESOLVED that the tentative budget be approved for the 2017-2018 School Year using the 2017-2018 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<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>2017-18 Total Expenditures</b>	<u>\$7,592,161</u>	<u>\$290,189</u>	<u>\$178,700</u>	<u>\$8,061.05</u> 0
<b>Less: Anticipated Revenues</b>	<u>\$1,229,117</u>	<u>\$290,189</u>	<u>\$55,065</u>	<u>\$1,574,37</u> 1
<b>Taxes to be Raised</b>	<u>\$6,363,044</u>	<u>\$0</u>	<u>\$123,635</u>	<u>\$6,486,679</u>

And to advertise said tentative 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 public hearing be held in the library of H.W. Mountz Elementary

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School, 411 Tuttle Ave, Spring Lake, New Jersey on April 24, 2017 at 6:30 p.m. for the purpose of conducting a public hearing on the budget for the 2017-2018 School Year.

Roll Call:

<u>Absent</u> Mrs. Foy	<u>Yes</u> Mrs. Valori	<u>Yes</u> Mr. Ferraro	<u>Yes</u> Dr. Sterling	<u>Yes</u> Mr. Daino
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**VII. Superintendent's Report**

ADMINISTRATION

On motion by Mr. Ferraro, and seconded by Mrs. Valori to approve Administration B-C.

A. Report on Enrollment

HW Mountz	198 (16 Non-Resident)
Manasquan High School	51
OTHER	24

B. RESOLVED: To approve use of school facilities as requested:

Drama Club-Addendum to Application for 2016-2017 School Year

All Purpose Room-3 PM to 4:30 PM

March 9, 2017

Requested by: Karen Burlington

Spring Lake Police/Spring Lake Drug Alliance

Gymnasium

March 23, 2017

6 pm-8 pm

Requested by: Rev DuBois

Spring Lake Recreation

Gymnasium

April 26-May 31, 2017

Wednesdays: 6pm-8:30pm

Requested by: Kathy Heine/Patti Mabrey

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C. **RESOLVED:** To approve Class Trips as follows:

Class	Teacher(s)	Destination
PreK	Mrs. Ritchey Miss Clark	Jenkinson’s Aquarium-Pt. Pleasant Beach, NJ
Grade 1	Mr. Tonzola	Insectropolis at HW Mountz
Grade 7	Mr. Livingood, Mrs. Dettlinger, Mrs. Henry	NYC Fleet Week-New York, NY: Pending PTA Mini Grant Approval

<u>Absent</u> Mrs. Foy	<u>Yes</u> Mrs. Valori	<u>Yes</u> Mr. Ferraro	<u>Yes</u> Dr. Sterling	<u>Yes</u> Mr. Daino
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**CURRICULUM**

On motion by Mr. Daino, and seconded by Mr. Ferraro to approve Curriculum C-D

A. PreK-8 Curriculum Update

B. Spanish Program Update

C. **RESOLVED** : To approve, upon recommendation of the Superintendent, the 2017-2018 Math Placement Rubric.

D. **RESOLVED:** To approve, upon recommendation of the Superintendent, the revised 2016-2017 and the 2017-2018 School Calendar.

<u>Absent</u> Mrs. Foy	<u>Yes</u> Mrs. Valori	<u>Yes</u> Mr. Ferraro	<u>Yes</u> Dr. Sterling	<u>Yes</u> Mr. Daino
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**PERSONNEL**

On motion by Mr. Daino, and seconded by Mrs. Valori to approve Personnel A-C

A. Professional Development Workshop and Travel Log:

Staff Member:	Date (s):	Description:	Registration Fee:	Travel Fees:	Est. Total
Shawna Sogluizzo	March 13, 2017	Help the Struggling Learner-Mahwah, NJ	\$125	\$30	\$155
Kerri Walsifer	March 16, 2017	NJPSA-Council Meeting-Monroe, NJ	\$0	\$25	\$25

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Dr. Boccuti	March 23, 2017	Bomb Threat Assessment Awareness and Response Training-Freehod	\$0	\$8	\$8
Brigid Maniace	March 28, 2017	Making Best Use of Apps-Voorhees, NJ	\$245	\$40	\$285
Michele Lee	May 9-12, 2017	Non-Violent Crisis Intervention Certification Program-Edison, NJ	\$2995	\$110	\$3105

B. **RESOLVED:** To approve, upon recommendation of the Superintendent, laterally moving Anthony DeStefano from Step BA to Step BA+20 per Spring Lake Education Association Teacher’s Salary Guide, effective March 20, 2017.

C. **RESOLVED:** To approve, upon recommendation of the Superintendent, Nicholas Puleio to serve as Interim Business Administrator, Board Secretary, and Qualified Purchasing Agent effective March 20, 2017 through June 30, 2017, or until a permanent replacement is found, at the hourly rate of \$75.00 not to exceed a total of thirty (30) hours per week, pending a criminal background check.

Roll Call:

<u>Absent</u> Mrs. Foy	<u>Yes</u> Mrs. Valori	<u>Yes</u> Mr. Ferraro	<u>Yes</u> Dr. Sterling	<u>Yes</u> Mr. Daino
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**STUDENT SERVICES**

On motion by Mr. Ferraro, and seconded by Mrs. Valori to approve Student Services A-C:

A. **RESOLVED:** To approve, upon recommendation of the Superintendent, the March 2017 HIB Report.

B. **RESOLVED:** To approve, upon recommendation of the Superintendent, one non-resident student for Grade 1 for the 2017-2018 School Year at the Board approved tuition rate of \$6,000.00 per year.

C. **RESOLVED:** To approve, upon recommendation of the Superintendent, one non-resident student for PreK for the 2017-2018 School Year at the Board approved tuition rate of \$4,500.00 per year.

Roll Call:

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<u>Absent Mrs. Foy</u>	<u>Yes Mrs. Valori</u>	<u>Yes Mr. Ferraro</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. Ferraro to approve Policy A:

A. Second Reading of Revised Policies from Strauss Esmay

- 1140- Affirmative Action Programs
- 1523- Comprehensive Equity Plan
- 2260- Affirmative Action Programs for School and Classroom Practices\
- 5750- Equal Education Opportunities
- 5755- Equity in Educational Programs and Services
- 2416- Programs for Pregnant Students
- 5752- Marital Status and Pregnancy
- R5751- Sexual Harassment of Students**
- 2415.01- Academic Standards, Academic Assessments, and Accountability
- 2610- Educational Program Evaluation
- 2423- Bilingual and ESL Education
- 2622- Student Assessment
- R1510- Americans Disability Act**
- 4240- EMPLOYEE TRAINING
- R2200- Curriculum Content**
- 2422- HEALTH AND PHYSICAL EDUCATION
- R2411- Guidance Counseling**
- R2460- Special Education**
- R2460.1 Special Education - Location, Identification, and Referral (M)**
- R2460.8 Special Education - Free and Appropriate Public Education (M)**
- R2460.9 Special Education - Transition From Early Intervention Programs to Preschool Programs**
- R2460.16 Special Education - Instructional Material to Blind or Print-Disabled Students**
- R1530- Equal Employment Opportunities -**
- 1550- Affirmative Action Program for Employment and Contract Practices

<u>Absent Mrs. Foy</u>	<u>Yes Mrs. Valori</u>	<u>Yes Mr. Ferraro</u>	<u>Yes Dr. Sterling</u>	<u>Yes Mr. Daino</u>
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SUPERINTENDENT UPDATE - Strategic Plan Update

**VIII. Old Business**

- N/A

**IX. New Business**

- Township Council Meeting, 7 P.M. March 28th for budget presentation



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**X. Public Comment / Visitors**

- Mr. Roache - Policies - What does R mean in front of policy number?
- Noel Giblin - Posting of the budget and deadline?

**XI. Board Secretary Pro Tem**

On motion by Mr. Daino, and seconded by Dr. Sterling to approve Mrs. Christine Valori as Pro Tem Board Secretary.

Vote:   4   ayes      0   nays      1   absent      0   abstain

**XII. 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**, 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
- X   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 Mrs. Valori, and seconded by Mr. Daino

Time: 7:44 p.m.

Vote:   4   ayes      0   nays      1   absent      0   abstain

**Resolved:** to return to open session and resume the order of business.

Time: 8:24 p.m.

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

Vote:   4   ayes      0   nays      1   absent      0   abstain

**XIII. Adjourn**

On motion by Mr. Daino, and seconded by Dr. Sterling to adjourn meeting.

Vote:   4   ayes      0   nays      1   absent      0   abstain

Time: 8:24 p.m.

Respectfully submitted,

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Nick Mackres  
Board Secretary