

LITTLE SILVER BOARD OF EDUCATION
LITTLE SILVER, NEW JERSEY

MINUTES - BOARD MEETING – JULY 19, 2018

In partnership with families and community, the Little Silver Borough Public School District is invested in continued excellence by inspiring critical thinking, fostering intellectual curiosity, and promoting acceptance of individuals, allowing children to achieve their full potential as responsible, contributing citizens of an ever-changing global community.

- I. CALL TO ORDER – 7:02
- II. OPEN PUBLIC MEETINGS ACT - In accordance with the provisions of the Open Public Meetings Act, the Little Silver Board of Education has transmitted notice of this meeting scheduled for 7:00 PM in the Library of Markham Place School, to the Asbury Park Press, posted in the Borough Hall, both schools, and the window of the Administrative Offices.
- III. FLAG SALUTE
- IV. ROLL CALL: Present were: Mr. Smith, Mr. Grant, Mrs. Glynn and Mrs. Weisman. Also present were Dr. Kossack, Superintendent of Schools and Mrs. Case, Board Secretary.

Mrs. Bateman was absent
Mrs. Clark was absent
Mr. Walsh was absent

- V. CORRESPONDENCE
- VI. SUPERINTENDENT’S UPDATE

A. HIB REPORT

Motion by Mr. Smith, seconded by Mrs. Weisman, to approve the HIB Report for the Month of June 2018, as presented by the Superintendent of Schools.

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent

B. STATE AID REVISION

\$134,855 is the increase from total state aid from 17-18 to 18-19. When the budget for 18-19 was released in March we were instructed to use \$398,966 for the approved budget, so overall the increase to the existing 18-19 budget is \$93,743.

Category	Original	Revised	Increase
Transportation	\$71,696	\$71,696	\$0
Special Ed	\$306,548	\$356,685	\$50,137
Security	\$20,722	\$64,328	\$43,606
Total	\$398,966	\$492,709	\$93,743

C. ATTENDANCE FOR JUNE 2018

	MARKHAM	POINT ROAD	TOTAL
Days Possible	5,640	7,317	12,957
Days Present	5,468	7,065.5	12,533.5
Days Absent	172	251.5	423.5
Number of Pupils Entered	0	0	0
Number of Pupils Left	0	2	2
On Roll – JUNE	377	488	865
Percentage of Attendance	96.9%	96.6%	96.8%

ATTENDANCE COMPARISON JUNE 2017

	MARKHAM	POINT ROAD	TOTAL
On Roll – End of Month	377	472	849
Percentage of Attendance	95.9	95.6	95.7

TEACHER ATTENDANCE FOR JUNE 2018

Days Possible	1,118
Days Absent	84
Percentage of Attendance	93%
Cumulative Total Days	15,996
Cumulative Days Absent	988.5
Cumulative Percentage Total	94%

D. AUGUST BOARD MEETING DATE

VII. BOARD PRESIDENT’S UPDATE

VIII. COMMITTEE REPORTS

IX. LIAISON REPORTS – Mrs. Glynn spoke about the SEE Group at Little Silver Day. There were sign-ups and there will be an Adhoc meeting. Adhoc meeting dates are yet to be determined.

X. PUBLIC HEARING – Re: Agenda Only

XI. PERSONNEL

Motion by Mr. Grant, seconded by Mrs. Glynn, to approve the following resolutions:

A. APPROVE SUBSTITUTES

to approve the following substitutes, pending criminal history approval, for the remainder of the 2018-2019 school year:

Name	Position
Tamara Cappello	Substitute Teacher/Instructional Aide

B. EMPLOY ESY PERSONNEL

1. to approve Barbara Ermides for Extended School Year as Substitute Aide, as needed, through August 9, 2018 at \$14.75/hr.

2. to approve Tracey McGimpsey for Extended School Year as Substitute Teacher, as needed, through August 9, 2018 at \$32.00/hr.
3. to approve Tracey McGimpsey for Extended School Year as Substitute Wilson ESY Instructor through August 9, 2018 at \$60.00/hr.

C. APPROVE STIPEND POSITIONS

to approve the following extra-curricular stipend positions for the 2018-2019 school year:

**MARKHAM EXTRA-CURRICULAR STIPEND JOBS
2018 – 2019**

Activity	Applicant
After School Facilitator-MPS	Jessica Phan
White Concert Band (Level 1)	Stephanie Bennett
Blue Concert Band (Level 2)	Stephanie Bennett
Baseball Coach	Ryan Pina
Softball Coach	Julie Thompson (.50 FTE) Julie Ford (.50 FTE)
Basketball Coach (Boys')	Donald Nolan
Basketball Coach (Girls')	Ryan Pina
Central Detention Supervisor	Sylvia Wittenberg/Kelly Hance
Chaperone-Overnight Trip	TBD per trip
Cheerleading	Jennifer VanArtsdalen
5/6 Chorus	Jennifer Brush
7/8 Chorus	Stephanie Bennett
Computer Club-MPS	Jill Lynch
Cross Country Coach	Jennifer Brush
Cross Country Assistant Coach	Jennifer Peirson
CyberPatriots	Jill Lynch
Jazz Band-MPS	Stephanie Bennett
Morning Aide-MPS	Don Nolan
Noon Hour Assistants-MPS (3)	Sherilyn Szesko (.50 FTE) - 5 th Recess Kristen Galante (.50 FTE) – 5 th Recess Kate Carpenter - 6 th Lunch Bernard Olsen - 7 th /8 th Lunch
Orchestra	Jennifer Brush
Soccer Coach (Boys')	Ryan Pina
Soccer Coach (Girls')	Bernard Olsen
Student Council Advisor-MPS	Jennifer VanArtsdalen
Supervisor of Games	Kate Carpenter and Jennifer Peirson
Track Coach (Boys')	Donald Nolan
Track Coach (Girls')	Bernard Olsen
Track Coach (Boys' & Girls')	Jennifer Peirson
Upper Grade Theatrical Production	Anna Files (.75 FTE) Jennifer Brush (.25 FTE)
Yearbook Advisor	Kathleen Mulcahy

**POINT ROAD EXTRA-CURRICULAR STIPEND JOBS
2018 – 2019**

Activity	Applicant
Band/Chorus	Emma Baptist-Schweizer
Board Game Club	Samantha Strauss
Bus Duty	Brittany Natoli
Homework Club	Nicole Bbalo, Cara Savaiano
Morning Duty	Rosemarie Colao, Jane Marie Nowell
Kindergarten Lunch	Julianna Ford
Kindergarten Recess	Kathleen Knight (.50 FTE) Kellie Moore (.50 FTE)
Grades 1 & 3 Lunch	Anna Marie Clapp
Grades 1 & 3 Recess	Timothy Russoniello
Grades 2 & 4 Lunch	Donna Clause
Grades 2 & 4 Recess	Ryan Hilla
Safety Patrol	Julianna Ford

D. APPROVE EXTRA-CURRICULAR AIDE

to approve Gabriella Esposito as Extra-Curricular Aide for Student #2451923027, for Cross Country at the rate of \$14.75/hr. for the 2018-2019 school year.

E. APPROVE JOB DESCRIPTION

to approve the job description for the Assistant to the Business Administrator, Payroll/Benefits Coordinator as per attachment.

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent

XII. FINANCE REPORT

Motion by Mrs. Weisman, seconded by Mr. Smith, to approve the following resolutions:

A. PAY BILLS – JULY 2018

to approve the following bills for July, 2018

Accounts Payable		
as of June 30, 2018		
Fund	Description	Amount
11	General Fund	\$68,799.13
12	Capital Outlay Fund	\$0.00
20	Special Revenue Fund	\$4,506.08
30	Capital Projects Fund	\$0.00
40	Debt Service Fund	\$0.00
60	Food Service Fund	\$12,674.09
95	Student Activity Fund	\$1,440.10
	Unemployment Trust Fund	\$0.00

	Total for Accounts Payable	\$87,419.40
Payroll		
	June 15, 2018	\$473,814.83
	June 21, 2018	\$636,384.43
	June 29,2018	\$34,469.28
	Total for Payroll	\$1,144,668.54
	Total Bill List	\$1,232,087.94

Accounts Payable		
July 19, 2018		
Fund	Description	Amount
11	General Fund	\$370,749.56
P1	PY General Fund	\$81,448.23
12	Capital Outlay Fund	\$0.00
20	Special Revenue Fund	\$36,750.00
P2	PY Special Revenue Fund	\$1,394.35
30	Capital Projects Fund	\$0.00
40	Debt Service Fund	\$0.00
60	Food Service Fund	\$350.00
95	Student Activity Fund	\$0.00
	Unemployment Trust Fund	\$351.00
	Total for Accounts Payable	\$491,043.14
Payroll		
	July 12, 2018	\$101,677.46
	Total for Payroll	\$101,677.46
	Total Bill List	\$592,720.60

B. TRANSFER OF FUNDS

to approve the following resolution:

WHEREAS NJAC 6A:20-2.13 “Overexpenditure of Funds” states “a district Board of Education shall not incur any obligation or approve any payment in excess of the amount appropriated by the district Board of Education in the line item pursuant to NJSA 18A:22-8.1”.

NOW THEREFORE BE IT RESOLVED that the attached line item transfers be approved:

C. BOARD SECRETARY’S MONTHLY CERTIFICATION – JUNE

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of June 30, 2018, no budgetary line item account has obligations and payments which in total exceed the amount appropriated by the Little Silver Board of Education pursuant to NJSA 18A:22-8 and 18A:22-8.1

 Lindsey Case, Board Secretary

D. BOARD OF EDUCATION CERTIFICATION BUDGET MAJOR/FUND STATUS FOR THE MONTH OF JUNE 2018

to approve the Budgetary Major Account/Fund Status for the month of June, 2018.

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of June 30, after review of the Secretary's monthly financial report (appropriation section), and open consultation with appropriate district officials, that to the best of our knowledge no major account fund has been over expended in violation of NJAC 6A:20-2(B), and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

E. TREASURER'S REPORT - JUNE

to approve the Treasurer's Report for the month of June, 2018.

F. BOARD SECRETARY'S REPORT – JUNE

to approve the Board Secretary's Report for the month of June, 2018.

G. APPROVE PROFESSIONAL WORK

1. Professional Workshops

to approve the following workshops:

Dates	Workshop	Staff Member	Registration	Travel
8/6/18-8/9/18	School Safety Specialist Training – Westhampton, NY	P. Albert Devine		\$87.11
10/18/18-10/19/18	FEA/NJPSA/NJASCD Fall Conference	P. Albert-Devine	\$292.00	
10/18/18-10/19/18	FEA/NJPSA/NJASCD Fall Conference	E. Platt	\$292.00	
10/22/18-10/25/18	NJSBA Workshop – Atlantic City Convention Center	M. Bateman	\$167.00	\$167.00
10/22/18-10/25/18	NJSBA Workshop – Atlantic City Convention Center	L. Case	\$167.00	\$167.00
10/22/18-10/25/18	NJSBA Workshop – Atlantic City Convention Center	M. Clark	\$167.00	\$167.00
10/22/18-10/25/18	NJSBA Workshop – Atlantic City Convention Center	C. Glynn	\$167.00	\$167.00
10/22/18-10/25/18	NJSBA Workshop – Atlantic City Convention Center	M. Grant	\$167.00	\$167.00
10/22/18-10/25/18	NJSBA Workshop – Atlantic City Convention Center	C. Kossack	\$167.00	\$167.00
10/22/18-10/25/18	NJSBA Workshop – Atlantic City Convention Center	C. Smith	\$167.00	\$167.00
10/22/18-10/25/18	NJSBA Workshop – Atlantic City Convention Center	A. Walsh	\$167.00	\$167.00
10/22/18-10/25/18	NJSBA Workshop – Atlantic	L. Weisman	\$167.00	\$167.00

	City Convention Center			
01/15/19 & 02/27/19	Literacy Development-Rutgers	J. Anderson	\$300.00	
9/20/18, 9/25/18, 9/27/18, 10/2/2018, 10/4/18, 10/11/18, 10/16/18, 10/18/16, 10/24/16	Cross Country Travel Reimbursement	J. Brush		\$50.00
9/20/18, 9/25/18, 9/27/18, 10/2/2018, 10/4/18, 10/11/18, 10/16/18, 10/18/16, 10/24/16	Cross Country Travel Reimbursement	J. Peirson		\$50.00

2. Professional In-House Work

to approve the following in-house work at the contractual rate:

Dates	Committee/Workshop	Staff Member	Hours	Rate Per Hour
July/Aug. 2018	Summer Curriculum Development	W. Whittle	10	\$32.00
8/23/2018	New Teacher Orientation Meeting	A. Files	2	\$19.00
8/23/2018	New Teacher Orientation Meeting	D. Berkeley	2	\$19.00
8/23/2018	New Teacher Orientation Meeting	B. Olsen	2	\$19.00
8/23/2018	New Teacher Orientation Meeting	J. Owens	2	\$19.00
8/23/2018	New Teacher Orientation Meeting	S. Wittenberg	2	\$19.00
8/23/2018	New Teacher Orientation Meeting	C. Bavosi	Up to 4 hrs.	\$19.00
8/23/2018	New Teacher Orientation Meeting	K. Mulcahy	Up to 4 hrs.	\$19.00
9/5/2018	New Student Orientation	C. Donnelly	1	\$14.75
9/5/2018	New Student Orientation	J. Ford	1	\$32.00
9/5/2018	New Student Orientation	K. Knight	1	\$32.00
9/5/2018	New Student Orientation	D. Lynch	1	\$14.75
9/5/2018	New Student Orientation	K. Moore	1	\$32.00
9/5/2018	New Student Orientation	C. Moss	1	\$14.75
9/5/2018	New Student Orientation	K. O'Neil	1	\$32.00
9/5/2018	New Student Orientation	T. Russoniello	1	\$32.00
9/5/2018	New Student Orientation	K. Ryan	1	\$32.00
9/5/2018	New Student Orientation	N. Sheehan	1	\$14.75
9/5/2018	New Student Orientation	D. Very	1	\$14.75
9/5/2018	New Student Orientation	S. Witman	1	\$32.00

H. EMPLOY PERSONNEL FOR SUMMER PROGRAM

to approve Sonia Saul as Nurse for the Summer Band/Orchestra Enrichment Program at \$32.00/hour for 16 hours from August 27, 2018 – August 30, 2018.

I. ACCEPT DONATION

- to gratefully accept a donation from the Little Silver PTO in the amount of \$11,800.00.
- to gratefully accept a donation from the parents of Student # 8856682619 in the amount of \$3,954.56.

J. APPROVE DISPOSAL OF OUT-OF-DATE TEXTBOOKS

to approve disposal of out-of-date, 4th grade Science textbooks as shown on attachment.

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent

XIII. OTHER BUSINESS

Motion by Mr. Smith, seconded by Mrs. Weisman, to approve the following minutes:

A. MINUTES

June 14, 2018 and June 20, 2018: Regular and Executive Session

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent

XIV. PROGRAMS

Motion by Mrs. Weisman, seconded by Mrs. Glynn, to approve the following resolutions:

A. CROSS COUNTRY SCHEDULE

to approve the 2018-2019 Cross Country Schedule:

Dates	School	Location
9/20/2018	Henry Hudson	Hartshorne Woods
9/25/2018	Red Bank	Red Bank Regional HS
9/27/2018	Union Beach	Union Beach School
10/2/2018	Ranney	Holmdel Park
10/4/2018	Rumson	Meadowridge Park
10/11/2018	Keansburg	Bolger Middle School
10/16/2018	Monmouth Beach	Monmouth Beach School
10/18/2018	Fair Haven	Fair Haven Fields
10/24/2018	Meet of Champions	Marlboro - park TBD

B. APPROVE RE-ENROLLMENT OF NON-RESIDENT STUDENT FOR 2018-2019

to accept the re-enrollment of one incoming 6th grade tuition student (#5899212074) for the 2018-2019 school year, as recommended by the Superintendent as per Policy #5111.01.

C. APPROVE PLACEMENT & EXTRAORDINARY SERVICES FOR ESY AND 2018-2019 SCHOOL YEAR

1. to approve placement and extraordinary services at CPC Behavioral Healthcare Inc. for Student #3713483894 at \$372/ day for 205 days (\$76,260) and \$235/day for 205 days (\$48,175) for ESY and the 2018-2019 school year.

- 2. to approve placement and extraordinary services at Hawkswood for Student #7234276750 at \$366/day for 210 days (\$76,860) for ESY and the 2018-2019 school year.
- 3. to approve placement and extraordinary services at The Laurel School of Princeton for Student #1172626168 at \$37,939 and \$6,000 for the 2018-2019 school year.

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent

XV. FACILITIES AND TRANSPORTATION

Motion by Mrs. Weisman, seconded by Mr. Smith, to approve the following Safety Drills:

- A. Point Road School: Fire Drill: June 7, 2018, 9:45AM
Bomb Threat: June 11, 2018, 9:15 AM
- Markham Place School: Fire Drill: June 1, 2018, 2:30 PM
Evacuation Drill: June 11, 2018, 9:45 AM

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent

XVI. POLICY

XVII. OLD BUSINESS

- A. POINT ROAD PARKING LOT UPDATE – The town requested bids for the project. The bid was awarded to Fernandez Construction at the special July 17, 2018 meeting.

XVIII. NEW BUSINESS

XIX. PUBLIC HEARING

Jennifer McGagh-When the student reaches 14 years old, are they automatically transferred to high school?

Dr. Kossack-Replied that question posed was a good one and that she would follow up with the Special Services Director.

Mr. Smith-We need to take care of our students and that the state should assist. Senator Gopal and Senator O’Scanlon understands and is working on our behalf.

Tara Fitzpatrick-The burden is on the school and/or the school has to prove that it can educate. Who determines what school is the best?

Dr. Kossack-Replied that it would depend on the needs of the student(s). Parents prefer to have their children close so they would not be on a bus. The Child Study Team has site visitation and a public school is in most cases the first choice.

Tara Fitzpatrick-With regard to additional state funds, how would the \$93,000 be utilized?

Dr. Kossack-Part of the \$93,000 would be utilized for Alyssa’s law and Special Education since the extra monies were from Special Education Categorical Aid.

XX. RESOLUTION OF THE LITTLE SILVER BOARD OF EDUCATION TO ENTER EXECUTIVE SESSION

Motion by Mr. Grant, seconded by Mrs. Weisman, to retreat to adopt the following resolution:

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12(b), permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Board finds that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Little Silver Board of Education, in the County of Monmouth, State of New Jersey, as follows:

1. The public shall be excluded from discussion of any actions upon the hereinafter-specified subject matter;
2. The general nature of the subject matter to be discussed is as follows:
 - a. Personnel: Employ Personnel, Review Administrative Goals, Review Business Administrator’s Contract and Discuss Pending Litigation, confidential pursuant to N.J.S.A. 10:4-12(b)(8);
3. The Board will take action following closed executive session;
4. It is anticipated that the closed executive session will last approximately 20 minutes;
5. It is anticipated at this time the above-stated subject matter will be made public when the need for confidentiality no longer exists; and
6. This Resolution shall become effective immediately.

The Board adjourned into executive session at 7:53 PM.

VOICE VOTE:	4 Ayes	0 Nays	3 Absent
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XXI. RETURN TO OPEN SESSION

VOICE VOTE:	4 Ayes	0 Nays	3 Absent
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XXII. APPROVE RESOLUTIONS

Motion by Mrs. Weisman, seconded by Mr. Grant, to approve the following resolutions:

A. EMPLOY PERSONNEL

1. to approve Kimberly Bakos as Part-Time Media Center Instructional Assistant (15 hours per week), pending completion of criminal history review and P.L. 2018, c. 5 review, at \$7,500 effective September 1, 2018.
2. to approve Karen Seligman as Part-Time Media Center Instructional Assistant (14 hours per week), pending completion of criminal history review and P.L. 2018, c. 5 review, at \$7,200 effective September 1, 2018.
3. to approve Peter Bond as Custodian, at \$28,500 effective July 23, 2018.
4. to approve Vincent Stasio as 7th Grade Science/Social Studies Full Year Long-Term Leave, pending completion of criminal history review and P.L. 2018, c. 5 review, at \$55,500, Teacher BA+30/Step A-B, effective September 1, 2018.
5. to approve Meagan Heaney as MD Teacher, pending completion of criminal history review and P.L. 2018, c. 5 review, at \$57,000, Teacher BA+30/Step D-E, effective September 1, 2018.

6. to approve Michela Simmons as Occupational Therapist, pending completion of criminal history review and P.L. 2018, c. 5 review, at \$46,800, FTE .80, Teacher MA/Step D-E, effective September 1, 2018.
7. to approve Stephanie Szczepan as Psychologist, pending completion of criminal history review and P.L. 2018, c. 5 review, at \$60,800, Teacher MA/Step H, effective September 1, 2018.
8. to approve Susan Polkowski as Part-Time Psychologist, pending completion of criminal history review and P.L. 2018, c. 5 review, at \$34,800, FTE .60, Teacher MA+30/Step A-B, effective September 1, 2018.
9. to approve Dora Ann Swierz, Assistant to the Business Administrator, Payroll/Benefits Coordinator, pending completion of criminal history review and P.L. 2018, c. 5 review, at \$68,500, effective on or about August 21, 2018.

VOICE VOTE: 4 Ayes 0 Nays 3 Absent

XXIII. ADJOURNMENT

Motion by Mr. Smith, seconded by Mr. Grant, to adjourn at 8:43PM.

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent