

LITTLE SILVER BOARD OF EDUCATION
LITTLE SILVER, NEW JERSEY

MINUTES - BOARD MEETING – NOVEMBER 15, 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 – 7:00 PM
- 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: Mrs. Clark, Mrs. Glynn, Mr. Grant, Mr. Walsh, and Mr. Smith. Also present were Dr. Kossack, Superintendent of Schools and Mrs. Case, Board Secretary.

Mrs. Bateman was absent.
Mrs. Weisman was absent.

V. PRESENTATIONS:

A. STUDENT/STAFF RECOGNITION

Staff Recognition

Master’s Degree

Kate Carpenter, Alyssa Nortz

Student Recognition

Central Atlantic Region of State Garden Clubs Youth Poster Award – Grade 2

Alexander Dayel

VI. CORRESEONDENCE

VII. SUPERINTENDENT’S UPDATE

A. NOVEMBER SPOTLIGHT

B. ATTENDANCE FOR OCTOBER 2018

	MARKHAM	POINT ROAD	TOTAL
Days Possible	13,604	9,534	23,138
Days Present	13,276	9,270	22,546
Days Absent	328	264	592
Number of Pupils Entered	0	1	1
Number of Pupils Left	0	0	0
On Roll – SEPTEMBER	378	454	833
On Roll – OCTOBER	378	455	833
Percentage of Attendance	97.2%	97.6%	97.4%

ATTENDANCE COMPARISON OCTOBER 2017

	MARKHAM	POINT ROAD	TOTAL
On Roll – End of Month	379	475	854
Percentage of Attendance	97.9%	98.2%	98.1%

TEACHER ATTENDANCE FOR OCTOBER 2018

Days Possible	1,806
Days Absent	94
Percentage of Attendance	95%
Cumulative Total Days	3096
Cumulative Days Absent	117
Cumulative Percentage Total	96.3%

C. NEW BOARD MEMBERS 2019-2022

- Alicia Aninowsky
- Kate Galbavy

D. LITTLE SILVER QSAC TEAM

Motion by Mrs. Clark, seconded by Mr. Walsh, to approve the following members on the Little Silver QSAC Team:

- Chief School Administrator – Dr. Carolyn M. Kossack
- District Administrative Staff Member – Dr. Pamela Albert-Devine
- Teacher – Laura DiPietro
- School Business Administrator – Lindsey Case
- Curriculum and Instruction Representative – Angela Rosen
- Local Collective Bargaining Representative – Sylvia Wittenberg
- District Board of Education Member – Meghan Clark

ROLL CALL VOTE: 5 Ayes 0 Nays 2 Absent

E. BOARD OF EDUCATION REPRESENTATIVE ON FUTURE READY SCHOOLS TEAM

- Carolyn Glynn

F. PARENT MEETING REGARDING LGBT CURRICULUM

November 27, 2018, Markham Place Cafetorium – 7-9 PM – Letter went to 7th grade parents on the Parent Portal and will be sent out via Code Red.

G. NJSBA LEGISLATIVE FORUM

- Consolidation
- Pension Reform
- Health Benefits Reform
- Extraordinary Aid
- AOL Judges
- County-Wide Tax Assessment
- State Aid

H. FINANCE COMMITTEE DATE – JANUARY

I. MARCH AND APRIL BOARD MEETING DATES – The April 11, 2019 board meeting has been rescheduled to April 30, 2019.

J. HIB REPORT

Motion by Mrs. Clark, seconded by Mrs. Glynn, to approve the HIB Report for the Month October, 2018, as presented by the Superintendent of Schools.

ROLL CALL VOTE: 5 Ayes 0 Nays 2 Absent

VIII. BOARD PRESIDENT’S UPDATE

IX. COMMITTEE REPORTS – Ad hoc Committee will schedule a meeting date in December.

X. LIAISON REPORTS – Mrs. Glynn attended the Education Foundation of Little Silver meeting and they are open to helping the district any way they can.

XI. PUBLIC HEARING – Re: Agenda Only

Normajeon Swiss-In district strategic budget, is there a 5-year budget plan?

Mrs. Clark-There are many items that change the budget.

Mrs. Case-Speaks about forecasting and how things like pension and pension reform can change, also, health care and claims.

Dr. Kossack-7th grade curriculum went live in Rubicon Atlas.

Tara Fitzpatrick-Who will be present for the LGBT workshop? Will the people presenting show activities?

Dr. Kossack-Teachers use multiple resources and we will show a video. The two creators of the curriculum will be able to speak to it. Three other speakers will be: 1. Kate Okeson (works at Rumson-Fair Haven) 2. Stacy Liss (works at Red Bank Regional) 3. Robin Gigl-an attorney who has dealt with the subject 4. Megan Washburn and 5. Laraine Gaunt.

Corinne Thygeson-Why focus on 7th grade and not 6th or 8th grades?

Dr. Kossack-Depends on the communities and the learning standards. Teaching students to be accepting.

Kate Galbavy-What prompted change?

Dr. Kossack-The State said we needed to address. There will not be a standard with LGBT specifically, it will be about social and emotional wellbeing.

XII. PERSONNEL

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

A. APPROVE SUBSTITUTES

to approve the following substitutes for the remainder of the 2018-2019 school year pending completion of criminal history review and P.L. 2018 c. 5 review.

LAST NAME	FIRST NAME	JOB TITLE
Maguire	Teresa	Substitute Teacher/Aide
Cundari	Patricia	Substitute Teacher

B. APPROVE MENTORS

to approve the following official mentors, as per requirements of NJ Teaching Mentoring Regulation (NJAC6A9B-8):

MENTEE	MENTOR
Suzanne Coccozza	Lisa Cunneff
Debra Ann Lorenz	Julie Owens

C. APPROVE EXTRA-CURRICULAR AIDE

to approve Debra Lorenz as Extra-Curricular Aide for Students #2451923027, 9494151131, 2405844882 and 8475454283 for 2018-2019 Stage Crew at the rate of \$14.75/hr.

D. APPROVE STIPEND POSITION

to approve Bernard Olsen as Supervisor of Games for the remainder of the 2018-2019 school year at \$49.00 per game.

E. APPROVE INTERN

to approve Taylor Giblin as Guidance Intern at Point Road School through Monmouth University for up to 300 hours.

F. APPROVE MATERNITY/FMLA/NJFLA LEAVE

to approve maternity sick leave for Gabriella Esposito, effective on or about April 19, 2019 through on or about June 11, 2019, followed by FMLA/NJFLA effective on or about June 12, 2019 through on or about November 6, 2019, returning to work on November 11, 2019.

ROLL CALL VOTE: 5 Ayes 0 Nays 2 Absent

XIII. FINANCE REPORT

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

A. PAY BILLS - OCTOBER

to approve the following bills for October, 2018:

Accounts Payable		
Fund	Description	Amount
11	General Fund	\$105,566.49
12	Capital Outlay Fund	\$0.00
20	Special Revenue Fund	\$22,882.71
P2	PY Special Revenue Fund	\$0.00
30	Capital Projects Fund	\$0.00
40	Debt Service Fund	\$0.00
60	Food Service Fund	\$34,068.56
95	Student Activity Fund	\$57.50
	Unemployment Trust Fund	\$0.00
	Total for Accounts Payable	\$162,575.26

Payroll		
	October 30, 2018	\$439,589.46
	November 15, 2018	\$446,605.83
	Total for Payroll	\$886,195.29
	Total Bill List	\$1,048,770.55

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 - OCTOBER

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of October, 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 OCTOBER

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

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of October, 2018 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. BOARD SECRETARY’S REPORT – OCTOBER

to approve the Board Secretary’s Report for the month of October, 2018.

F. APPROVE ANNUAL FINANCIAL REPORT AUDIT

to accept and approve the Little Silver School District’s Comprehensive Annual Financial Report (CAFR) and Audit Management Report, both without recommendations, for the 2017-2018 school year, and to approve submission of the report to the State Department of Education.

G. APPROVE PROFESSIONAL WORK

1. Professional Workshops

to approve the following workshops:

DATES	WORKSHOP	STAFF MEMBER	REGISTRATION	TRAVEL
3/25/19-3/29/19	Intermediate IMSE Orton-Gillingham Training – Seacaucus, NJ	M. Mullan	\$1175.00	\$142.60
12/13/18, 1/3/19, 1/9/19, 1/10/19, 1/23/19, 1/29/19, 2/8/19, 2/14/19	Girls' Basketball	R. Pina		Approx. \$35.00
12/11/18, 12/18/18, 1/15/19, 1/17/19, 1/25/19, 2/5/19, 2/14/19, 2/20/19	Boys' Basketball	D. Nolan		Approx. \$35.00

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
10/15/18, 11/12/18, 12/10/18, 1/14/19, 2/11/19, 3/11/19, 4/8/19, 5/13/19, 6/10/19	Point Road Principal's Meetings	J. Domenico	1 hr. per meeting	\$19.00
10/15/18, 11/12/18, 12/10/18, 1/14/19, 2/11/19, 3/11/19, 4/8/19, 5/13/19, 6/10/19	Point Road Principal's Meetings	C. Fogarty	1 hr. per meeting	\$19.00
11/27/18	LGBT Meeting	J. Peirson	2	\$19.00
11/27/18	LGBT Meeting	R. Pina	2	\$19.00
11/2018-6/2019	Social Studies Curriculum Writing	A. Clapp	10	\$32.00
11/2018-6/2019	Social Studies Curriculum Writing	R. Colao	10	\$32.00
11/2018-6/2019	Social Studies Curriculum Writing	R.. Cunneff	10	\$32.00
11/2018-6/2019	Social Studies Curriculum Writing	R. Hance	10	\$32.00
11/2018-6/2019	Social Studies Curriculum Writing	K. Kelly	10	\$32.00
11/2018-6/2019	Social Studies Curriculum Writing	E. Nociolo	10	\$32.00
11/2018-6/2019	Social Studies Curriculum Writing	K. O'Neil	10	\$32.00
11/2018-6/2019	Social Studies Curriculum Writing	S. Witman	10	\$32.00

H. ADJUST FUTURE READY SCHOOLS MEETING DATE

to adjust the date for the Future Ready Schools Meeting as previously approved on the October 18, 2018 agenda, from December 13, 2018 to December 12, 2018.

I. APPROVE 2019-2020 BUDGET CALENDAR

to approve the attached budget calendar for the 2019-2020 school year.

J. APPROVE DISPOSAL OF OBSOLETE EQUIPMENT

to approve the disposal of outdated/obsolete nebulizer machines as per attachment.

ROLL CALL VOTE: 5 Ayes 0 Nays 2 Absent

XIV. OTHER BUSINESS

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

A. MINUTES

October 18, 2018: Regular and Executive Session

ROLL CALL VOTE: 5 Ayes 0 Nays 2 Absent

XV. PROGRAMS

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

A. APPROVE TRIPS

Motion to approve the following trip:

DATES	EVENT/DESTINATION	STAFF MEMBER/GRADE
12/7/18	Movies – Monmouth Mall	D. Poland/MD Class

B. APPROVE BASKETBALL SCHEDULES

to approve the basketball schedules for the 2018-2019 school year, as below:

GIRLS' BASKETBALL SCHEDULE 2018-2019		
Date	Opponent	Location
12/6/18	Oak Hill	Home
12/11/18	Eatontown	Home
12/13/18	Oceanport	Away
12/18/18	Tinton Falls	Home
1/3/19	Fair Haven	Away
1/9/19	Rumson	Away
1/10/19	Monmouth Beach	Away
1/15/19	Shrewsbury	Home
1/17/19	W. Long Branch	Home
1/23/19	Tinton Falls	Away
1/25/19	Rumson	Home
1/29/19	Eatontown	Away
2/5/19	Fair Haven	Home
2/8/19	W. Long Branch	Away
2/12/19	Shrewsbury	Away
2/14/19	Oceanport	Home
2/20/19	Monmouth Beach	Home
*Playoffs Begin 2/22		

BOYS' BASKETBALL SCHEDULE 2018-2019		
Date	Opponent	Location
12/6/18	Oak Hill	Home
12/11/18	Eatontown	Away
12/13/18	Oceanport	Home
12/18/18	Tinton Falls	Away
1/3/19	Fair Haven	Home
1/9/19	Rumson	Home
1/10/19	Monmouth Beach	Home
1/15/19	Shrewsbury	Away
1/17/19	W. Long Branch	Away
1/23/19	Tinton Falls	Home
1/25/19	Rumson	Away
1/29/19	Eatontown	Home
2/5/19	Fair Haven	Away
2/8/19	W. Long Branch	Home
2/12/19	Shrewsbury	Home
2/14/19	Oceanport	Away
2/20/19	Monmouth Beach	Away
*Playoffs Begin 2/22		

ROLL CALL VOTE: 5 Ayes 0 Nays 2 Absent

XVI. FACILITIES AND TRANSPORTATION

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

A. DRILLS

Point Road School -	Fire Drill:	November 5, 2018, 11:15 AM
	Bomb Threat:	November 26, 2018, 1:15 PM

Markham Place School -	Fire Drill:	November 5, 2018, 12:45 PM
	Bomb Threat:	November 26, 2018, 1:45 PM

B. APPROVE SHARED SERVICES AGREEMENT AND LEASE EXTENSION

to approve the following resolution:

WHEREAS, the Borough of Little Silver (“Borough”) is the owner of property located at 124 Willow Drive, Little Silver, NJ; and

WHEREAS, The Little Silver Board of Education (“Board”) has utilized this building as their administrative offices for the past five (5) years per the terms of a Lease Agreement entered into between Parties on March 18, 2014; and

WHEREAS, the March 2014 agreement has expired and it is necessary to enter into a shared services agreement and lease extension between the Borough and the Board.

NOW, THEREFORE, BE IT RESOLVED, by the Little Silver Board of Education that the Board President is authorized to enter in shared services agreement and five (5) year lease extension, with a five (5) year option to renew for five (5) additional years.

BE IT FURTHER RESOLVED that the rent for this term shall be \$5,000 per year, paid to the Borough; and

BE IT FURTHER RESOLVED that the Borough shall pay the Board of Education \$5,000 per year for the use of the recreation facilities owned by the Board of Education; and

BE IT FURTHER RESOLVED that a copy of this resolution be provided to the Borough Administrator/Clerk of the Borough of Little Silver and Little Silver board of Education.

ROLL CALL VOTE: 4 Ayes 0 Nays 2 Absent 1 Abstain

XVII. POLICY

A. SECOND READING POLICY/REGULATION

- P2428.1 – Standards-Based Instructional Priorities
- R7510 – Use of School Facilities

B. APPROVAL OF POLICY/REGULATION

Motion by Mrs. Clark, seconded by Mr. Grant, to approve the following policies:

- P2428.1 – Standards-Based Instructional Priorities
- R7510 – Use of School Facilities

ROLL CALL VOTE: 5 Ayes 0 Nays 2 Absent

XVIII. OLD BUSINESS

XIX. NEW BUSINESS

Mrs. Glynn-Sustainable NJ is on the strategic plan. Pass the resolution for the next school year; it's important for the environment.

Mr. Smith-You do realize that the administration is stretched and the process does not happen without administrative support.

Dr. Kossack-The Future Ready project is a bigger task than anticipated. When we lost staff and had to reallocate the same amount of work to less people. The refillable water station was a huge amount of time for Lindsey Case and Rick Carlson.

Alicia Aninowsky-Can we assist/volunteer to help with the project?

Mr. Smith-Administration is doing the work and would need to oversee the project. Work to raise awareness with the PTO Green Team.

XX. PUBLIC HEARING

Tara Fitzpatrick-Is it possible to release the budget information to the community?

Dr. Kossack-It was released earlier last year. Approvals of the tentative and adopted budget happen within a specific window of time.

Corinne Thygeson-Congratulations to Chris Smith for town council.

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

Motion by Mrs. Clark, seconded by Mrs. Glynn, 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 includes legal matters subject to attorney client privilege.
3. The Board will not take action following closed executive session;
4. It is anticipated that the closed executive session will last approximately 10 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.

The Board adjourned into executive session at 8:27 PM.

VOICE VOTE:	5 Ayes	0 Nays	2 Absent
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XXII. RETURN TO OPEN SESSION

VOICE VOTE:	5 Ayes	0 Nays	2 Absent
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XXIII. ADJOURNMENT

Motion by Mrs. Glynn, seconded by Mrs. Clark, to adjourn at 8:42 PM.

ROLL CALL VOTE:	5 Ayes	0 Nays	2 Absent
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