

LITTLE SILVER BOARD OF EDUCATION
LITTLE SILVER, NEW JERSEY

MINUTES - BOARD MEETING – JULY 18, 2019

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. Bateman, Mrs. Galbavy, Mrs. Glynn, and Mr. Walsh. Also present were Dr. Kossack, Superintendent of Schools and Mrs. Case, Board Secretary.

Mr. Grant arrived at 7:02.
Ms. Bennett arrived at 7:14.
Mrs. Aninowsky was absent.

V. CORRESPONDENCE

VI. SUPERINTENDENT’S UPDATE

Motion by Mr. Walsh, seconded by Mrs. Bateman, to approve the HIB Report for the Month of June 2019, as presented by the Superintendent of Schools.

A. HIB REPORT

to approve the HIB Report for the month of June, 2019, as presented by the Superintendent of Schools.

ROLL CALL VOTE: 6 Ayes 0 Nays 1 Absent

Motion by Ms. Bennett, seconded by Mrs. Glynn, to approve the Little Silver District’s Self-Assessments for Determining Grades Under the Anti-Bullying Bill of Rights Act

B. APPROVE SELF-ASSESSMENT

to approve the Little Silver District’s Self-Assessments for Determining Grades under the Anti-Bullying Bill of Rights Act for July 1, 2017 through June 30, 2018.

ROLL CALL VOTE: 6 Ayes 0 Nays 1 Absent

C. ATTENDANCE FOR JUNE 2019

	MARKHAM	POINT ROAD	TOTAL
Days Possible	5,698	6,822	12,520

Days Present	5,531	6,672	12,203
Days Absent	167	150	317
Number of Pupils Entered	0	0	0
Number of Pupils Left	0	0	0
On Roll - May	380	455	835
On Roll – June	380	455	835
Percentage of Attendance	97%	98%	97.5%

ATTENDANCE COMPARISON JUNE 2018

	MARKHAM	POINT ROAD	TOTAL
On Roll – End of Month	377	488	865
Percentage of Attendance	96.9%	96.6%	96.8%

TEACHER ATTENDANCE FOR JUNE 2019

Days Possible	1,376
Days Absent	98
Percentage of Attendance	93%
Cumulative Total Days	15,738
Cumulative Days Absent	1,135.5
Cumulative Percentage Total	93%

- D. OCR APPEAL DECISION – Selection criteria has been deemed appropriate.
- E. AUGUST BOARD MEETING DATE
- F. GREEN PRODUCTS FOR LUNCH SERVICE – New lunch trays and paper soup cups for the lunch rooms.
- G. MONMOUTH COUNTY PARTNERSHIP FOR WELLNESS SYMPOSIUM – OCTOBER 3, 2019 UPDATE – Will be held at Brookdale Community College. Maximum occupancy 450-500. Will have a Google format to register.

VII. BOARD PRESIDENT’S UPDATE

VIII. COMMITTEE REPORTS

IX. LIAISON REPORTS

X. PUBLIC HEARING – Re: Agenda Only - None

XI. PERSONNEL

Motion by Ms. Bennett, seconded by Mrs. Bateman, to approve the following resolutions:

A. EMPLOY ESY PERSONNEL

1. to approve Victoria Sullivan for Extended School Year as Substitute Teacher, as needed, through August 8, 2019 at \$32/hr.
2. to approve Victoria Sullivan for Extended School Year as Substitute Aide, as needed, through August 8, 2019 at \$15/hr.

B. APPROVE STIPEND POSITIONS

to approve the following extra-curricular stipend positions for the 2019-2020 school year:

**MARKHAM EXTRA-CURRICULAR STIPEND JOBS
2019-2020**

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	Erica Lencsak (.50 FTE) Jennifer VanArtsdalen (.50 FTE)
Basketball Coach (Boys')	Donald Nolan
Basketball Coach (Girls')	Ryan Pina
Central Detention Supervisor	Kelly Hance/Sherilyn Szesko/Sylvia Wittenberg
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 (2)	Kate Carpenter - 5 th /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/Bernard Olsen/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
2019-2020**

Activity	Applicant
After School Facilitator – PRS	TBD
Band/Chorus	See Section XXIII, A.2
Bus Duty	Brittany Natoli
Homework Club	Nicole Bballo, Julie Owens
Morning Duty	Jane Marie Nowell, Timothy Russoniello

Kindergarten Lunch	Nicole Fadell/Julianna Ford
Kindergarten Recess	Susan Witman/Kathy O'Neil
Grades 1 & 3 Lunch	Anna Marie Clapp/Jill Lindner
Grades 1 & 3 Recess	Ryan Hilla
Grades 2 & 4 Lunch	Donna Clause
Grades 2 & 4 Recess	Timothy Russoniello
Safety Patrol	Julianna Ford

C. APPROVE ADJUSTMENT TO SALARIES

1. to approve adjustments to Interventionists' salaries for the 2019-2020 school year to utilize Title I Funds as follows:

Jenna Domenico - \$36,375 (Title I)
 Erin Smeltzer - \$18,877 (Title I) + \$44,223 (District) = \$63,100

2. to approve adjustment in salary for Desiree Meek, P/T Speech Therapist, from .80 FTE, Teacher MA+30/Step N at \$59,640 to a F/T Speech Therapist, Teacher MA+30/Step N at \$74,550 effective September 3, 2019 through June 30, 2020.

D. APPROVE SUB LUNCH/NOON HOUR AIDE PAY RATE

to approve Sub Lunch/Noon Hour Aide pay rate at \$12/hr. for the 2019-2020 school year.

E. RESCIND CONTRACTS

1. to rescind the contract for Nicole Bonura, Instructional Assistant, effective immediately.
2. to rescind the contract for Deanna Morris, Special Education Leave Replacement, effective immediately.

F. APPROVE LIST OF SPECIAL SERVICES VENDORS

to approve the updated list of Special Services Vendors for the 2019-2020 school year, as per attachment.

G. APPROVE JOB DESCRIPTION

to approve job description for the Board Certified Behavioral Analyst as per attachment.

ROLL CALL VOTE: 6 Ayes 0 Nays 1 Absent

XII. FINANCE REPORT

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

A. PAY BILLS – JULY 2019

to approve the following bills for July, 2019

Accounts Payable		
July 18, 2019		
Fund	Description	Amount
11	General Fund	\$421,910.10
12	Capital Outlay Fund	\$0.00
20	Special Revenue Fund	\$41,108.50
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	\$463,719.60
Payroll	July 15, 2019	\$104,814.76
	Total for Payroll	\$104,814.76
	Total Bill List	\$568,534.36

Accounts Payable		
As of June 30, 2019		
Fund	Description	Amount
11	General Fund	\$178,822.77
12	Capital Outlay Fund	\$0.00
20	Special Revenue Fund	\$50,586.10
30	Capital Projects Fund	\$0.00
40	Debt Service Fund	\$0.00
60	Food Service Fund	\$0.00
95	Student Activity Fund	\$
	Unemployment Trust Fund	\$0.00
	Total for Accounts Payable	\$229,408.87
Payroll	June 19, 2019	\$408,906.96
	June 28, 2019	\$265,168.97
	Total for Payroll	\$674,075.93
	Total Bill List	\$903,484.80

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, 2019, 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 2019

to approve the Budgetary Major Account/Fund Status for the month of June, 2019.

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, 2019.

F. BOARD SECRETARY’S REPORT – JUNE

to approve the Board Secretary’s Report for the month of June, 2019.

G. APPROVE PROFESSIONAL WORK

1. Professional Workshops

to approve the following workshops:

Dates	Workshop	Staff Member	Registration	Travel
7/31/19	FMLA/FLA and Other Leaves of Absence – Robbinsville, NJ	J. Lyons	\$100.00	
7/31/19	FMLA/FLA and Other Leaves of Absence – Robbinsville, NJ	D. Swierz	\$100.00	
8/21/19	Records Retention – The Artemis System – Robbinsville, NJ	L. Case	\$100.00	
August 2019 (3 days)	3 Day Wilson Introductory Course & Level 1 Certification Practicum	A. Files	\$3,850.00	
9/6/19, 10/4/19, 11/1/19, 12/6/19, 2/7/20, 3/6/20, 4/3/20, 6/5/20	Renewal Membership for MC3 PD Package	A. Rosen	\$375.00	

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
June	Social Studies Curriculum Writing	A. Cuffari	10 hrs. Total	\$32.00
8/22/19	New Teacher Orientation	J. Brush	3	\$19.00
8/22/19	New Teacher Orientation	G. Daniels	3	\$19.00
8/22/19	New Teacher Orientation	B. Olsen	3	\$19.00
8/22/19	New Teacher Orientation	J. VanArtsdalen	3	\$19.00
8/22/19	New Teacher Orientation	M. Mullan	3	\$19.00
8/27/19	CPI Training Prep/Facilitator	T. Tuzzeo	3.5 hrs.	\$53.00
8/27/19	CPI Training	C. Bavosi	3.5 hrs.	\$19.00
8/27/19	CPI Training	D. Berkeley	3.5 hrs.	\$19.00
8/27/19	CPI Training	K. Hicks	3.5 hrs.	\$19.00
8/27/19	CPI Training	K. Mulcahy	3.5 hrs.	\$19.00
8/27/19	CPI Training	J. Owens	3.5 hrs.	\$19.00
8/27/19	CPI Training	S. Polkowski	3.5 hrs.	\$19.00
8/27/19	CPI Training	K. Restaino	3.5 hrs.	\$19.00
8/27/19	CPI Training	M. Simmons	3.5 hrs.	\$19.00
8/27/19	CPI Training	S. Szczepan	3.5 hrs.	\$19.00
9/19/19, 12/11/19, 1/23/20, 3/25/20, 4/29/20	SCiP Committee Meetings	C. Anderson	10	\$19.00
9/19/19, 12/11/19, 1/23/20, 3/25/20, 4/29/20	SCiP Committee Meetings	S. Galgon	10	\$19.00
9/19/19, 12/12/19, 1/22/20, 3/25/20, 4/29/20	SCiP Committee Meetings	E. Nociolo	10	\$19.00
9/19/19, 12/12/19, 1/22/20, 3/25/20, 4/29/20	SCiP Committee Meetings	J. Owens	10	\$19.00
9/19/19, 12/12/19, 1/22/20, 3/25/20, 4/29/20	SCiP Committee Meetings	S. Strauss	10	\$19.00
9/19/19, 12/11/19, 1/23/20, 3/25/20, 4/29/20	SCiP Committee Meetings	J. VanArtsdalen	10	\$19.00
9/19/19, 12/12/19, 1/22/20, 3/25/20, 4/29/20	SCiP Committee Meetings	W. Whittle	10	\$19.00
9/19/19, 12/11/19, 1/23/20, 3/25/20, 4/29/20	SCiP Committee Meetings	S. Wittenberg	10	\$19.00

H. EMPLOY PERSONNEL FOR SUMMER PROGRAM

1. to approve Laura Redmond as Nurse for the Summer Band/Orchestra Enrichment Program at \$32.00/hr. for 8 hours total from August 26 -August 29, 2019.
2. to approve Deborah Very as Nurse for the Summer Band/Orchestra Enrichment Program at \$32.00/hr. for 8 hours total from August 26-August 29, 2019.

I. APPLY FOR ESEA CONSOLIDATED GRANT FUNDS

that the Little Silver Borough (25-2720) School District on July 18, 2019 hereby resolves to apply for funds allocated for fiscal year 2020 under ESEA Consolidated Grant as follows:

ESEA Title I A	\$56,632
ESEA Title II A	\$19,443

ESEA Title IV	\$3,500
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ROLL CALL VOTE: 6 Ayes 0 Nays 1 Absent

XIII. OTHER BUSINESS

Motion by Mrs. Bateman, seconded by Mr. Grant, to approve the following minutes:

A. MINUTES

June 13, 2019: Regular and Executive Session

ROLL CALL VOTE: 5 Ayes 0 Nays 1 Absent 1 Abstain

XIV. PROGRAMS

Motion by Ms. Bennett, seconded by Mrs. Bateman, to approve the following resolution:

A. APPROVE SIMPLIFIED CULINARY 2019-2020 SCHOOL LUNCH PRICING

to approve Simplified Culinary price increases as per attachment.

B. APPROVE PLACEMENT & EXTRAORDINARY SERVICES FOR ESY AND 2019-2020 SCHOOL YEAR

1. to approve placement and extraordinary services at Harbor School for Student #9715897402 at \$331.92/day for 210 days (\$69,703.20) and \$150/day for 210 days (\$31,500) for ESY 2019 and the 2019-2020 school year.
2. to approve placement at Collier School for Student #5979791209 at \$331.00/day for 210 days (\$69,510) for ESY 2019 and the 2019-2020 school year.

ROLL CALL VOTE: 6 Ayes 0 Nays 1 Absent

XV. FACILITIES AND TRANSPORTATION

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

- | | |
|-----------------------|---|
| A. Point Road School: | Fire Drill: June 3, 2019, 2:40 PM
Bomb Threat: June 12, 2019, 10:00 AM |
| Markham Place School: | Fire Drill: June 3, 2019, 2:30 PM
Evacuation Drill: June 12, 2019, 9:15 AM |

ROLL CALL VOTE: 6 Ayes 0 Nays 1 Absent

XVI. POLICY

XVII. OLD BUSINESS – Graduation inside was a huge success. Could the Principal give a summary of the class’s accomplishments? Approximately a minute in length for future ceremonies?

XVIII. NEW BUSINESS – Spoke about facilities usage policy and travel basketball.
- Elizabeth Snevily won Book Love’s Library but won’t be able to accept due to leave of absence.

XIX. PUBLIC HEARING

Alexis Herman-Has BCBA been advertised?

Dr. Kossack-Yes, BCBA was approved as a vendor tonight.

Mrs. Case-Kelly Zweig from Zweig Behavioral Consulting.

Alexis Herman-Any movement from census on Special Education? Concerned about over-classification?

Mrs. Case- Extraordinary Aid is based on dollars spent and not classification.

Jen Madsen-Report card change and curious about L1, 2, 3 classification.

Dr. Kossack-Explained levels of classification.

Jen Madsen-Is there a way to read those guidelines?

Dr. Kossack-Not memorialized in writing, it's discussions and based on intervention guidelines.

Jen Madsen-Does the whole report card go to any High School?

Ms. Bennett-Yes and that happens at every district.

Dr. Kossack-It's global practice.

Jen Madsen-What is the intent of it on the report card?

Dr. Kossack-Potential grade inflation and grade consistence.

Alexis Herman-Response to intervention with different tiers and how are they identified?

Dr. Kossack-Response to Intervention is to help before a classification, to mirror special education environment, and to try and circumvent an issue.

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

Motion by Mrs. Glynn, seconded by Ms. Bennett, 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: Litigation Issue Civil Action #3:18-cv-14789, Employ Personnel, Approve Stipend, Approve Mentors/Mentees
 - b. Program: OCR Appeal Decision 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 7:55 PM.

VOICE VOTE: 6 Ayes 0 Nays 1 Absent

XXI. RETURN TO OPEN SESSION

VOICE VOTE: 6 Ayes 0 Nays 1 Absent

XXII. RESOLUTION AUTHORIZING SETTLEMENT AGREEMENT

Motion by Mr. Grant, seconded by Ms. Bennett, that the Board of Education approves the following resolution pertaining to a Settlement Agreement:

BE IT RESOLVED by the Little Silver Board of Education (hereinafter referred to as “the Board”) adopts and approves the terms, stipulations and conditions as established in the New Jersey School Insurance Group’s Settlement Agreement of Civil Action Number: 3:18-cv-14789. The Board President and Business Administrator/Board Secretary are authorized to execute the Settlement Agreement.

ROLL CALL VOTE: 6 Ayes 0 Nays 1 Absent

XXIII. APPROVE RESOLUTIONS

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

A. EMPLOY PERSONNEL

1. to approve, as per Superintendent’s recommendation, Jason Lakshmanan as Music Teacher, pending completion of criminal history review and P.L. 2018, c. 5 review, at \$53,600, Teacher BA/Step A-B, effective September 3, 2019 through June 30, 2020.
2. to approve, as per Superintendent’s recommendation, Jason Lakshmanan for a Band/Chorus Stipend for the 2019-2020 school year.
3. to approve, as per Superintendent’s recommendation, 7th Grade Language Arts Teacher, Feba Chacko, pending completion of criminal history review and P.L. 2018, c. 5 review, at \$53,600, Teacher BA/Step A-B, effective September 3, 2019 through June 30, 2020.
4. to approve, as per Superintendent’s recommendation, Marcia Schiffman as Instructional Assistant, pending completion of criminal history review and P.L. 2018, c. 5 review, at \$16,900, effective September 3, 2019 through June 30, 2020.
5. to approve, as per Superintendent’s recommendation, April Owen as Instructional Assistant, pending completion of criminal history review and P.L. 2018, c. 5 review, at \$16,900, effective September 3, 2019 through June 30, 2020.
6. to approve, as per Superintendent’s recommendation, Deborah Petrone as Part-Time Media Assistant, pending completion of criminal history review and P.L. 2018, c. 5 review, at \$7,500, effective September 3, 2019 through June 30, 2020.

B APPROVE 2019-2020 MENTORS

to approve the following Official Mentors, as per requirements of NJ Teacher Mentoring Regulation (NJAC6A9B-8):

Mentee	Mentor
Adam Pereira	Bernard Olsen
Alecsa Unrath	Gina Daniels
Jason Lakshmanan	Jennifer Brush
Feba Chacko	Jennifer VanArtsdalen

ROLL CALL VOTE: 6 Ayes 0 Nays 1 Absent

XXIV. ADJOURNMENT

Motion by Mrs. Glynn, seconded by Mrs. Galbavy, to adjourn at 8:31 PM.

ROLL CALL VOTE: 6 Ayes 0 Nays 1 Absent