

LITTLE SILVER BOARD OF EDUCATION
LITTLE SILVER, NEW JERSEY

MINUTES - BOARD MEETING – OCTOBER 17, 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. Aninowsky, Ms. Bennett, Mrs. Galbavy, Mrs. Glynn and Mr. Walsh. Also present were Dr. Kossack, Superintendent of Schools and Mrs. Case, Board Secretary.

Mrs. Bateman and Mr. Grant were absent.
Ms. Bennett left at 8:06 PM.

- V. CORRESPONDENCE
- VI. SUPERINTENDENT’S UPDATE

Motion by Mr. Walsh, seconded by Mrs. Aninowsky, to approve the following reports:

A. HIB REPORT

to approve the HIB Report for the Month of September, 2019, as presented by the Superintendent of Schools.

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent

B. LITTLE SILVER QSAC TEAM

Motion by Mrs. Glynn, 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 Bennett

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent

C. BOARD OF EDUCATION REPRESENTATIVE ON FUTURE READY SCHOOLS TEAM

- Carolyn Glynn

D. OCTOBER SPOTLIGHT

E. RESPECT WEEK AND SCHOOL VIOLENCE AWARENESS WEEK

1. Point Road School Activities
2. Markham Place School Activities

F. REALLOCATING OF STIPEND: PRS AFTER-SCHOOL FACILITATOR TO MPS GSA (GAY-STRAIGHT ALLIANCE) STIPEND

G. ADVERTISEMENT REVENUE/EFLS BANNERS –(FEBRUARY 23, 2012 ADVANTAGE 3 PRESENTATION)

H. CULTURALIZE – CHAPTER 1

I. ATTENDANCE FOR SEPTEMBER 2019

	MARKHAM	POINT ROAD	TOTAL
Days Possible	6,647	7,446	14,093
Days Present	6,493	7,311.5	13,804.5
Days Absent	154	134.5	288.5
Number of Pupils Entered	0	0	0
Number of Pupils Left	0	0	0
On Roll – End of Month	391	438	829
Percentage of Attendance	98%	98%	98%

ATTENDANCE COMPARISON FOR SEPTEMBER 2018

	MARKHAM	POINT ROAD	TOTAL
On Roll – End of Month	379	454	833
Percentage of Attendance	98%	98%	98%

TEACHER ATTENDANCE FOR SEPTEMBER 2019

Days Possible	1,462
Days Absent	24
Percentage of Attendance	98%

VII. BOARD PRESIDENT’S UPDATE – Social Emotional Learning Task Force had a meeting. The report is well over 100 pages and speaks to 71 findings.

VIII. COMMITTEE REPORTS

- IX. LIAISON REPORTS – Mrs. Glynn (EFLS) - Power Week, there were many new faces to help. Mrs. Aninowsky (PTO) - \$12,000 in teacher grants were granted, \$50,000 was raised due to the 5K run, \$13,000 in proceeds from the extracurricular clubs is being donated to the schools, a green team is being formed, and the next meeting will be held on 12/6/19 at Barnes and Noble book fair.
- X. PUBLIC HEARING
- Michelle Koster-Concerns regarding class size, asks the Board what we can do for the 4th grade class to have 5 sections.
- Ms. Bennett-Sending a student out is one of our biggest expenses and that is a last resort.
- Michelle Koster-Looked at budget for out of district students and saw that we spent \$25,000 for rooftop units. We could fundraise and grant that for an air handler.
- Dr. Kossack-Thank you for coming out. The power of conversation is very important. To add on so many topics and I've been here 13 years so I can speak to where we have been and how we got there. In 2010, the 2% cap was imposed. That's when class sizes were starting to be looked at. Looked at numbers to see where positions could be flip flopped and teachers were being switched every year due to class sizes. 2017-2018 was the first year of 4 sections. We looked at the teachers' contract to maximum time. We have increased staff in special education and decreased in general education. Increased: 3 MD programs, 1-2 dedicated staff per grade level for special education, added activity fee for this school year. Senator Sweeney is advocating for consolidation and for the cost savings. The EFLS has supported multi-year subscriptions for social studies and the PTO donated their extra-curricular profits to the school. I have always been transparent; I go to legislators and work for the community to be heard. It's been a year of outside litigation and outside reports.
- Tracey Wetmore-Single classroom teachers in Point Road and 5th grade will move classes. We have demographics of bubble classes.
- Dr. Kossack-Lower trend is K-2, 3rd – 99 and 4th – 97. Markham Place saw crunches and every math teacher teaches 2 grade levels worth of math content.
- Normajeon Swiss-5th grade does not cross grade level. When 6-8 grades break into block schedule and you might not have a higher class size.
- Dr. Kossack-43% of students are in advanced math in 6th - 8th grade. Advanced math means you are taking math 1 or 2 grade levels above the grade you are in.
- Mrs. Glynn-Go straight into sophomore level math when entering into high school. Massive shift in how students learn in middle school and are able to handle it.
- Tracey Wetmore-All research says small class size for the elementary school.
- Dr. Kossack-Our district has a District Data Team that looks at data per individual student. They look to see how to improve for any area of struggle. Scores are strong because teachers care regardless of size.
- Alexis Herman-Can we hire on a part-time basis for English Language Arts?
- Dr. Kossack-We have 3 part-time people and 2 complete the needs but the 3rd would look/take a full-time position. Part-time can save in benefits but hard to sustain and retain.
- Michelle Koster- What if the PTO/EFLS was able to raise approximately \$150,000 for a teacher. Maybe this works for 1-3 years.
- Dr. Kossack-3rd Grade has 99 students and 4th grade has 102. The Board would face sustainability and budgetary challenges for years.
- Ms. Bennett-EFLS is backing technology.
- Kim Ringer-Use an aide in the classroom instead of a teacher.
- Dr. Kossack-We only have aides that are tied to special education students.
- Ms. Bennett-Legislators have not given us the ability to help ourselves.
- Elizabeth Hobson-Both of my children are in high bubbles. Trying to understand the classroom and them being on computers so much. Are we seeing what the kids are learning really covering

PARCC? Worried about the kids in middle getting left behind. There are a lot of half days, a lot of days off.

Dr. Kossack-The curriculum is aligned to state standards. The district purchases resources to teach it. All teachers are required to be in guided reading or individual book clubs. Our last strategic plan was on social emotional learning and we are vetting a program to address those needs.

Alexis Herman-Teacher at Manasquan with budget concerns; they use Health Savings Accounts to fund increases.

Dr. Kossack-Second year of three year contract and the teachers gave back in their healthcare.

Tara Fitzpatrick-At Back to School Night asked a teacher about guided reading and it has not started in 3rd or 4th grade. Get going from a meeting with grouping teachers.

Dr. Kossack-Students regress in the summer and F & P's are done individually.

Tara Fitzpatrick-iReady isn't told how important it is and the students view it as a time filler.

Dr. Kossack-Teachers have a strategy call the first six weeks to set up the classroom, learn about students and give diagnostics.

Ryan Miller-Sent a letter to the State multiple times a year because the problems are getting worse and doesn't see it getting better.

Dr. Kossack-Will work on drafting a new legislative letter.

Corinne Thygeson- What happened with the proposed changes for Special Education Categorical?

Dr. Kossack- 1/3 to 2/3 wealth indicator. It has not moved legislatively at this time.

Jen Madsen-Special Education Categorical is dead in the water. Senators have backing for consolidation.

Dr. Kossack-Highlighted in November Spotlight and speaks to consolidation.

Michelle Koster-Come to look and see is we can look everywhere for a savings.

Tracey Wetmore-Tuition students were revenue sources but not now. What are other potential revenue sources?

Dr. Kossack-We have over the years looked at other avenues of revenue. Solar and advertising like Advanced 3.

Ellen Tizio-Do we have higher percentage of special education students?

Dr. Kossack-Our percentage is in the pocket. The challenge for us is delivering 25% of budget to 15% of students. Goes back to 2% cap and we know nothing stays at 2%. Special education audit shows levels of efficiency.

XI. PERSONNEL

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

A. APPROVE SUBSTITUTES

to approve the following substitute for the remainder of the 2019-2020 school year:

Last Name	First Name	Job Title
Cocozza	Suzanne	Substitute Teacher/Aide

B. APPROVE SCHOOL DISTRICT DATA COORDINATOR

to approve Dr. Carolyn M. Kossack as the district's School District Coordinator for the 2019-2020 school year.

C. APPROVE OFFICIAL MENTOR

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

Mentee	Mentor
Jillian Koren	Annamarie Clapp

D. APPROVE EXTRA-CURRICULAR AIDE

to approve Danielle Berkeley as Extra-Curricular Aide for Student #8475454283 at the rate of \$15/hr. for cheerleading tryouts.

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent

XII. FINANCE REPORT

Motion by Mrs. Aninowsky, seconded by Mrs. Galbavy, to approve the following resolutions:

A. PAY BILLS - OCTOBER

to approve the following bills for October, 2019:

Accounts Payable		
Fund	Description	Amount
11	General Fund	\$335,505.27
12	Capital Outlay Fund	\$0.00
20	Special Revenue Fund	\$12,881.24
30	Capital Projects Fund	\$0.00
40	Debt Service Fund	\$0.00
60	Food Service Fund	\$36,422.20
95	Student Activity Fund	\$300.00
	Unemployment Trust Fund	\$0.00
	Total for Accounts Payable	\$385,108.71
Payroll	October 15, 2019	\$455,822.11
	Total for Payroll	\$455,822.11
	Total Bill List	\$840,930.82

B. TRANSFER OF FUNDS - SEPTEMBER

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 – SEPTEMBER

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

to approve the Budgetary Major Account/Fund Status for the month of September, 2019.
 PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of September 2019, 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 – SEPTEMBER

to approve the Treasurer’s Report for the month of September, 2019.

F. BOARD SECRETARY’S REPORT – SEPTEMBER

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

G. APPROVE PROFESSIONAL WORK

1. Professional Workshops

to approve the following workshops:

Dates	Workshop	Staff Member	Registration	Travel
October 2019	Right to Know Training	D. Boeckel	\$67.50	
October 2019	Right to Know Training	P. Bond	\$67.50	
October 2019	Right to Know Training	R. Carlson	\$67.50	
October 2019	Right to Know Training	W. Goldrick	\$67.50	
October 2019	Right to Know Training	S. Foster	\$67.50	
October 2019	Right to Know Training	M. Flego	\$67.50	
October 2019	Right to Know Training	C. Manning	\$67.50	
October 2019	Right to Know Training	J. Poplawski	\$67.50	
October 2019	Right to Know Training	S. Reinhardt	\$67.50	
October 2019	Right to Know Training	E. Smeltzer	\$67.50	
October 2019	Asbestos O&M Refresher	J. Poplawski	\$135.00	
10/22/19-10/24/19	NJSBA Workshop – Atlantic City (Mileage)	L. Case		83.44

10/22/19-10/24/19	NJSBA Workshop – Atlantic City (Mileage)	C. Kossack		96.04
10/25/19	52 nd Annual Conference on Reading and Writing – New Brunswick, NJ	N. Bbalo	\$180.00	\$25.00
10/25/19	52 nd Annual Conference on Reading and Writing – New Brunswick, NJ	A. Capone	\$180.00	\$25.00
10/25/19	52 nd Annual Conference on Reading and Writing – New Brunswick, NJ	S. Conover	\$180.00	\$25.00
11/1/19	NJPSA/NJAPSA Special Education Directors Toolkit – Monroe, NJ	S. Lazzari	\$149.00	
11/8/19	Asbestos O&M Refresher	R. Carlson	\$135.00	
12/12/19, 12/16/19, 1/7/20, 1/9/20, 1/21/20, 2/10/20, 2/12/20, 2/19/20	Girls’ Basketball Travel Reimbursement	R. Pina		Approx. \$35.00
12/19/19, 1/3/20, 1/14/20, 1/16/20, 1/23/20, 1/27/20, 1/28/20, 2/4/20	Boys’ Basketball Travel Reimbursement	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
September 2019	School Safety Climate Meeting	T. Zusack	1	\$19.00
October 2019	PAC Committee Meeting	S. Witman	1	\$19.00

H. COMPREHENSIVE MAINTENANCE PLAN

WHEREAS, the Department of Education requires New Jersey School Districts to submit a three-year Comprehensive Maintenance Plan and M-1 form documenting “required” maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached documents for the various school facilities of the Little Silver School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

NOW, THEREFORE, BE IT RESOLVED that the Little Silver School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan and M-1 form for the Little Silver School District in compliance with Department of Education requirements.

I. FACILITIES CHECKLIST

to approve the NJDOE Health and Safety Evaluation of School Buildings’ Checklists for Markham Place and Point Road Schools.

J. APPROVE ESSA CARRYOVER AMENDMENT

to approve the submission of the amendment to ESSA Application, fiscal year 2019-2020, due to carry-over funds from the 2018-2019 fiscal year as follows:

ESSA Title IA	\$2,197.00
ESSA Title IV	\$3,771.00

K. APPROVE IDEA CARRYOVER AMENDMENT

to approve the submission of the amendment to IDEA Application, fiscal year 2019-2020, due to carry-over funds from the 2018-2019 fiscal year, as follows:

IDEA Basic	\$468.00
IDEA Preschool	\$1,662.00

L. ACCEPT PTO DONATION

to gratefully accept the generous donation from the Little Silver PTO in the amount of \$13,759.83.

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent

XIII. OTHER BUSINESS

A. MINUTES

August 29, 2019: Regular and Executive Session – Tabled until November 12, 2019
 September 26, 2019: Regular and Executive Session – Tabled until November 12, 2019

XIV. PROGRAMS

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

A. APPROVAL TO PARTICIPATE IN FUTURE READY SCHOOLS NEW JERSEY

WHEREAS, the Little Silver Board of Education seeks to support the district’s preparation in meeting the expectations to be considered a Future Ready School District; and

WHEREAS, the Little Silver Board of Education will support the creation of a Future Ready Schools – New Jersey District Leadership Team (FRS-NJ) of specialists; and

WHEREAS, the Little Silver Board of Education will support and promote the development of Future Ready teams that infuse Digital Learning across multiple disciplines;

THEREFORE, BE IT RESOLVED that the Little Silver Board of Education agrees to participate in the Future Ready Schools – New Jersey. Upon completion of the 5 Step Application Process, the Little Silver Schools will apply for certification.

WE DO HEREBY RECOGNIZE that Carolyn M. Kossack, Ed.D., Superintendent of Schools, will be the responsible agent at the district level to carry out the district’s commitment for its schools to participate in Future Ready Schools – New Jersey.

WE AGREE TO support the district’s commitment to achieve certification through the Future Ready Schools – New Jersey Certification Program.

B. APPROVE NURSING SERVICES PLAN

to approve Little Silver District’s Nursing Services Plans for the 2018-2019, as per attachments.

C. STUDENTS

1. to approve the Basketball Schedules for the 2019-2020 school year, as shown below:

Girls’ Basketball Schedule 2019-2020		
Date	Opponent	Location
12/10/19	Brielle	Home
12/12/19	Tinton Falls	Away
12/16/19	W. Long Branch	Away
12/19/19	Monmouth Beach	Home
1/3/20	Eatontown	Home
1/7/20	Monmouth Beach	Away
1/9/20	Fair Haven	Away
1/14/20	Rumson	Home
1/16/20	W. Long Branch	Home
1/21/20	Shrewsbury	Away
1/23/20	Tinton Falls	Home
1/27/20	Oceanport	Home
1/28/20	Shrewsbury	Home
2/4/20	Fair Haven	Home
2/10/20	Oceanport	Away
2/12/20	Eatontown	Away
2/19/20	Rumson	Away
2/20/20	Playoffs - TBD	TBD

Girls’ Basketball Schedule 2019-2020		
Date	Opponent	Location
12/10/19	Oak Hill	Away
12/12/19	Tinton Falls	Home
12/16/19	W. Long Branch	Home
12/19/19	Monmouth Beach	Away
1/3/20	Eatontown	Away
1/7/20	Monmouth Beach	Home
1/9/20	Fair Haven	Home
1/14/20	Rumson	Away
1/16/20	W. Long Branch	Away
1/21/20	Shrewsbury	Home
1/23/20	Tinton Falls	Away
1/27/20	Oceanport	Away
1/28/20	Shrewsbury	Away
1/30/20	Brielle	Home
2/4/20	Fair Haven	Away

2/10/20	Oceanport	Home
2/12/20	Eatontown	Home
2/19/20	Rumson	Home
2/20/20	Playoffs - TBD	TBD

D. APPROVE TRIP

to approve the following trip:

Date	Destination	Attendees
October 2019	National Museum of Mathematics, New York, NY	E. Lesch/8 th Grade Students

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent

XV. FACILITIES AND TRANSPORTATION

Motion by Mrs. Galbavy, seconded by Mrs. Glynn, to approve the following drills:

A. DRILLS

Point Road School - Fire Drill: October 2, 2019, 2:40 PM
Evacuation Drill: October 10, 2019, 9:15 AM

Markham Place School - Fire Drill: October 2, 2019, 1:15 PM
Evacuation Drill: October 10, 2019, 10:00 AM
Cardiac Arrest Drill: October 28, 2019

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent

XVI. POLICY

A. FIRST READING POLICY ALERT NO. 218

- P&R 1642 – Earned Sick Leave (M) (N)
- P 3159 – Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
- P&R 3218 – Use, Possession, or Distribution of Substances (M) (Revised)
- P&R 4218 – Use, Possession, or Distribution of Substances (M) (Revised)
- P 5517 – School District Issued Student Identification Cards (Revised)
- P&R 6112 – Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
- P&R 7440 – School District Security (M) (Revised)
- P 8600 – Student Transportation (M) (Revised)
- R 8600 – Student Transportation (Revised)
- P 8630 – Bus Driver/Bus Aide Responsibility (M) (Revised)
- R 8630 – Emergency School Bus Procedures (M) (Revised)
- P 8670 – Transportation of Special Needs Students (M) (Revised)
- P 9210 – Parent Organizations (Revised)
- P 9400 – Media Relations (Revised)

B. SECOND READING POLICY

- P 4151 – Assessment of Pay (New)

C. APPROVAL OF POLICY

Motion by Mrs. Aninowsky, seconded by Mrs. Galbavy, to approve the following policy:

- P 4151 – Assessment of Pay (New)

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent

XVII. OLD BUSINESS

XVIII. NEW BUSINESS

XIX. PUBLIC HEARING

Jen Madsen-When is the end of the first trimester?

Dr. Kossack-December 6th with report cards issued on December 13th.

Tara Fitzpatrick-The new GSA club, how will parents be notified? Will there be a meeting for the new 7th grade class?

Dr. Kossack-We will send out notification. Will speak about the state mandate expected to begin next year. It's forthcoming across the grade levels. After the parents saw the lesson it seemed to be a non-issue.

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

Motion by Mrs. Aninowsky, 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 is as follows:
 - a. Personnel: Discuss Data Specialist Stipend, confidential pursuant to N.J.S.A. 10:4-12(b)(8);
 - b. Litigation Update, confidential pursuant to N.J.S.A. 10:4-12(b)(1), (3), (7) and N.J.A.C. 6A:32-7.5(e)(6).
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; and
6. This Resolution shall become effective immediately.

The Board adjourned into executive session at 9:02 PM.

VOICE VOTE: 4 Ayes 0 Nays 3 Absent

XXI. RETURN TO OPEN SESSION

VOICE VOTE: 4 Ayes 0 Nays 3 Absent

XXII. ADJOURNMENT

Motion by Mrs. Galbavy, seconded by Mrs. Aninowsky, to adjourn at 9:55 PM.

ROLL CALL VOTE: 4 Ayes 0 Nays 3 Absent