

LITTLE SILVER BOARD OF EDUCATION  
LITTLE SILVER, NEW JERSEY

MINUTES - BOARD MEETING – MARCH 18, 2020

*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, Mrs. Bateman, Mrs. Galbavy, Mrs. Glynn, Mr. Grant and Mr. Walsh. Also present were Dr. Kossack, Superintendent of Schools and Mrs. Case, Board Secretary.  
  
Ms. Bennett was absent.
- V. CORRESPONDENCE
- VI. SUPERINTENDENT’S UPDATE-Opening message to be made available under the COVID-19 Quick Link.
  - A. SUPERINTENDENT’S MESSAGE TO THE COMMUNITY
  - B. HIB REPORT

Motion by Mrs. Bateman, seconded by Mr. Grant, to approve the HIB Report for the Month of February, 2020, as presented by the Superintendent of Schools.

ROLL CALL VOTE: 6 Ayes            0 Nays            1 Absent

C. ATTENDANCE FOR FEBRUARY 2020

	MARKHAM	POINT ROAD	TOTAL
Days Possible	7,065	7,840	14,905
Days Present	6,649.5	7,291.5	13,941
Days Absent	415.5	548.5	964
Number of Pupils Entered	1	2	3
Number of Pupils Left	0	0	0
On Roll – FEBRUARY	393	437	830
On Roll – JANUARY	392	435	831
Percentage of Attendance	94%	93%	93.5%

ATTENDANCE COMPARISON FEBRUARY 2019

	MARKHAM	POINT ROAD	TOTAL
On Roll – End of Month	379	456	835
Percentage of Attendance	94%	93%	94%

TEACHER ATTENDANCE FOR FEBRUARY 2020

Days Possible	1,548
Days Absent	114
Percentage of Attendance	93%
Cumulative Total Days	9,288
Cumulative Days Absent	438.5
Cumulative Percentage Total	95%

- D. REMINDER: NON-TENURED REVIEW – 4/23/2020
- E. GARDEN STATE COALITION OF SCHOOLS ANNUAL MEETING – 5/27/2020
- VII. BOARD PRESIDENT’S UPDATE-Wrote a letter to the community, released today.
- VIII. COMMITTEE REPORTS
- IX. LIAISON REPORTS
- X. PUBLIC HEARING – Re: Agenda Only
  - Jennifer McGagh-Why are we not prepared for video learning after Sandy?
  - Dr. Kossack-Video conferencing was not set up.
  - Brittany Natoli-Thank you for the supportive community and staff.
  - Cate Knight-Governor spoke about 180 days with virtual learning?
  - Dr. Kossack-We had our remote plan approved that counts towards 180 days of school. Thanks to our legislators especially Declan O’Scanlon for help with the process.
  - Lauren Van Nelson-Will 504 plans be addressed?
  - Dr. Kossack-Being Yes we are addressing it virtually and we will address in small groups.
  - Lydia Jain-When is expectation with instruction on new material? Testing and grading for this time?
  - Dr. Kossack-We have already started and are doing the best with the window we have.
  - Michelle Koster-Thank you for 5<sup>th</sup> section of 5<sup>th</sup> grade.
  - Amy Eklot-Impressed with teachers and staff.
  - Christine Livingston-Thank you for 5<sup>th</sup> grade 5<sup>th</sup> section.
  - Angie Rosen-We had no electricity during Sandy.
  - Amy Horowitz-How is online teaching? Will teachers be checking papers?
  - Dr. Kossack-We will be using video conferencing tools to roll out next week and it is new to teachers. K-2 will also have this.
  - Ryan Mendoza- How are you taking care of all personnel such as special teachers? Nurses?
  - Dr. Kossack- It is very important for all staff to remain working through the process and spoke about how staff are all being managed.
  - James Salvo-Thank you for all your help. Can teacher help time be staggered?
  - Dr. Kossack- I will need to go back to our teaching staff and see what we can do for the future.

Meghan Ricard-Will video conferencing be for large group or small group?  
 Dr. Kossack-Will look to start small since video conferencing is new.  
 Maria Wood-Special education students with behavior are looking for suggestions via email or online resources. Thank you for all that you are doing.  
 Dr. Kossack-We will look for resources.  
 Tara Fitzpatrick-Will I be able to see this to catch up on the zoom meeting?  
 Dr. Kossack-Board will do minutes and written copy will be available after it is board approved.

XI. PERSONNEL

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

A. APPROVE SUBSTITUTES

to approve the following substitutes, pending criminal history review and P.L. 2018 c. 5 review, for the remainder of the 2019-2020 school year:

Name	Position
Deborah Petrone	Substitute Teacher
Emily Wooley	Substitute Teacher/Aide
Jillian Koren	Substitute Teacher/Aide

B. APPROVE EXTRA-CURRICULAR AIDES

1. to approve Heather Gaal as Extra-Curricular Aide for STEM at \$15/hr. for the remainder of the 2019-2020 school year.
2. to approve Danielle Poland and Kimberly Stevenson as Extra-Curricular Aides for Spring Track for Students #2451923027 and #2405844882 at \$15/hr. for the remainder of the 2019-2020 school year.

D. TRACK COACH

to amend contract for Jennifer Peirson from Assistant Track Coach (\$1,707.00) to Full-Time Track Coach (\$3,414.00), due to student numbers, pending school re-opening and the impact on Spring sports calendar.

E. ACCEPT RESIGNATION

to accept the resignation of Elizabeth Snevily, 7<sup>th</sup> Grade Language Arts Teacher, effective June 30, 2020.

ROLL CALL VOTE: 6 Ayes 0 Nays 1 Absent

XII. FINANCE REPORT

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

A. PAY BILLS – MARCH 2020

to approve the following bills for March 2020:

<b>Fund</b>	<b>Description</b>	<b>Amount</b>
11	General Fund	\$420,451.21
12	Capital Outlay Fund	\$0.00
20	Special Revenue Fund	\$7,579.20
30	Capital Projects Fund	\$0.00
40	Debt Service Fund	\$0.00
60	Food Service Fund	\$28,351.23
95	Student Activity Fund	\$0.00
	Unemployment Trust Fund	\$0.00
	Total for Accounts Payable	\$456,381.64
Payroll	February 28, 2020	\$439,975.04
	March 13, 2020	\$454,719.34
	Total for Payroll	\$894,694.38
	Total Bill List	\$1,351,076.02

**B. TRANSFER OF FUNDS - MARCH**

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 – FEBRUARY 2020**

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of February 28, 2020, 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

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Lindsey Case, Board Secretary

**D. BOARD OF EDUCATION CERTIFICATION BUDGET MAJOR/FUND STATUS FOR THE MONTH OF FEBRUARY**

to approve the Budgetary Major Account/Fund Status for the month of February, 2020.

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of February 28, 2020, 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 - FEBRUARY**

to approve the Treasurer’s Report for the month of February, 2020.

F. BOARD SECRETARY’S REPORT – FEBRUARY

to approve the Board Secretary’s Report for the month of February, 2020.

G. APPROVE PROFESSIONAL WORK

1. Professional Workshops

to approve the following workshops (pending school re-opening):

<b>Dates</b>	<b>Workshop</b>	<b>Staff Member</b>	<b>Registration</b>	<b>Travel</b>
April-May 2020	Mileage reimbursement for track meets for the 2020 season	D. Nolan		\$35.00
April-May 2020	Mileage reimbursement for track meets for the 2020 season	B. Olsen		\$35.00
April-May 2020	Mileage reimbursement for track meets for the 2020 season	J. Peirson		\$35.00
April 23, 2020	NJSHA Convention	D. Meek		\$150.00
May 5-6, 2020	CPI Renewal – Edison, NJ	T. Tuzzeo	\$30.00	\$1,090.00
May 8, 2020	Ethics an Social Media – Neptune, NJ	L. Case	\$125.00	
June 3-5, 2020	NJASBO 58 <sup>th</sup> Annual Conference Atlantic City, NJ	L. Case	\$275.00	\$210.00

H. RESOLUTION AUTHORIZING THE APPOINTMENT OF ARCHITECT OF RECORD

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11.1 et. seq.) requires that the resolution authorizing the award of contracts for "professional services" without competitive bids must be publicly advertised, NOW, THEREFORE BE IT RESOLVED that the Board of Education of the Little Silver Schools, County of Monmouth, New Jersey, is hereby appointing Solutions Architecture Corp of Verona, NJ as District Architect of Record for future projects one (1) year term commencing March 1<sup>st</sup>, 2020.

I. AMENDMENT OF LONG RANGE FACILITY PLAN

to amend the Long Range Facility Plan to include the Point Road Multi-Purpose Room floor replacement project.

J. ACCEPT PROPOSAL FOR REPLACEMENT OF MULTI-PURPOSE ROOM FLOOR

to approve the Little Silver School District to enter into a contract with P.W. Moss & Associates for design, bidding and construction services for the Point Road Multi-Purpose Room floor project at the Point Road School in the amount of \$6,000.

K. ADOPTION OF THE TENTATIVE BUDGET FOR 2020-2021

Travel and Related Expense Reimbursement

WHEREAS, the Little Silver Board of Education recognizes school staff and Board members will incur 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 \$250.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$2,500 in a given school year (July 1 through June 30); and

BE IT FURTHER 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 \$45,000 for all staff and board members for the 2020-2021 school year.

Adoption of Tentative Budget

Capital Reserve Account Withdrawal

WHEREAS the Little Silver Board of Education includes in the proposed budget a capital reserve withdrawal in the amount of \$175,000. The district intends to utilize these funds as the local share for the Multipurpose Room Floor and/or tables for Point Road School.

RESOLVED that the Little Silver Board of Education does hereby tentatively approve the budget for the 2020-2021 School Year and authorizes the Secretary of the Board of Education to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<b>Budget</b>	<b>Local Tax Levy</b>
<b>Total General Fund</b>	\$ <u>15,189,197</u>	\$ <u>13,723,331</u>
<b>Total Special Revenue Fund</b>	\$ <u>218,661</u>	<u>-0-</u>
<b>Total Debt Service Fund</b>	\$ <u>774,575</u>	\$ <u>774,575</u>
<b>Totals</b>	\$ <u>16,182,433</u>	\$ <u>14,497,906</u>

And to advertise said tentative budget in the Asbury Park Press in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED to acknowledge that the 2020-2021 school year budget as described above results in a general fund tax levy of \$13,723,331 and a debt service tax levy of \$774,575 for a total tax levy of \$14,497,906.

BE IT FURTHER RESOLVED that the supporting documentation of this budget also contains an itemization of certain expenditures required under administrative regulations.

BE IT FURTHER RESOLVED, that a public hearing will be held in the Library at the Markham Place School on April 30, 2020 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2020-2021 school year.

ROLL CALL VOTE: 6 Ayes 0 Nays 1 Absent

XIII. OTHER BUSINESS

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

A. MINUTES

February 20, 2020: Regular and Executive Session

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

XIV. PROGRAMS

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

A. STUDENTS

to approve the track schedule for the 2020-2021 school year as listed below (pending school re-opening):

**2020 Warriors Track Schedule**

Date	Opponent	Location
4/21/2020	Ranney/Shrewsbury	Ranney
4/23/2020	Pt. Pleasant	Antrim School
4/29/2020	Relay Meet	Asbury Park HS
4/30/2020	Relay Meet (Rain Date)	Asbury Park HS
5/1/2020	Tinton Falls	Monmouth Regional HS
5/5/2020	Forrestdale	Ranney
5/7/2020	Eatontown/Shrewsbury	Ranney
5/13/2020	Fair Haven	Ranney
5/14/2020	Eisenhower (Freehold Twp.)	Ranney
5/18/2020	All Star Meet	Asbury Park HS
5/19/2020	All Star Meet (Rain Date)	Asbury Park HS

B. APPROVE TRIPS

to approve the following trips (pending school re-opening):

Date	Destination	Attendees
4/8/2020	Point Road School	J. Brush/S. Bennett/Select Orchestra Students
5/13/2020	Lunch Break – Red Bank	D. Poland/MD Students
5/28/2020	Count Basie Theatre – Red Bank	J. Lindner/1 <sup>st</sup> Grade Students

5/29/2020	Thrills and Trills	J. Brush/S. Bennett/Select Orchestra Students
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ROLL CALL VOTE: 6 Ayes 0 Nays 1 Absent

XV. FACILITIES AND TRANSPORTATION

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

A. DRILLS

- Point Road School - Fire Drill: March 20, 2020, 9:15 AM  
Lockdown: March 6, 2020, 9:45 AM
- Markham Place School - Fire Drill: March 20, 2020, 9:30 AM  
Lockdown: March 6, 2020, 10:45 AM

ROLL CALL VOTE: 6 Ayes 0 Nays 1 Absent

XVI. POLICY

A. DISTRIBUTION OF POLICY ALERT NO. 219

- P 0152 – Board Officers (Revised)
- P 1581 – Domestic Violence (M) (Revised)
- R 1581 – Domestic Violence (M) (New)
- P 2422 Health and Physical Education (M) (Revised)
- P 3421.13 – Postnatal Accommodations (New)
- P 4421.13 – Postnatal Accommodations (New)
- P & R 5330 – Administration of Medication (M) (Revised)
- P 7243 – Supervision of Construction (M) (Revised)
- P 8210 – School Year (Revised)
- P 8220 – School Day (M) (Revised)
- R 8220 – School Closings (Revised)
- P 8462 – Reporting Potentially Missing or Abused Children (M) (Revised)

XVII. OLD BUSINESS

XVIII. NEW BUSINESS

XIX. PUBLIC HEARING

Mimi Ra-Will specials be added?

Dr. Kossack-Specials will be added. We did not want to add stress and will be adding these very important areas.

Michelle Koster-Can teachers put lessons up the day before?

Dr. Kossack-The expectation is currently the day of but can bring it back and this doesn't mean it will not evolve.

Jenny Baxter-Maybe each day we can receive from related areas?

Dr. Kossack-We are looking into it.

Tara Fitzpatrick-Can you review beginning?

Dr. Kossack-I will see if we can make the first 8 ½ minute beginning available.



Krista Portelli-Thank you and great job to teachers and staff.

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

Motion by Mrs Aninowsky, seconded by Mrs. Bateman, 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: Approve Maternity/Sick/FMLA/Extended Unpaid Child Care Leaves, Approve Personnel, 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 15 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 7:43 PM.

VOICE VOTE:           6 Ayes           0 Nays           1 Absent

XXI. RETURN TO OPEN SESSION

VOICE VOTE:           6 Ayes           0 Nays           1 Absent

XXII. APPROVE RESOLUTIONS

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

A. APPROVE MATERNITY/SICK/FMLA/EXTENDED UNPAID CHILD CARE LEAVES

1. to approve Maternity/Sick leave for Jill Griffiths effective September 1, 2020 through on or about September 24, 2020 followed by FMLA leave on or about September 25, 2020 through on or about December 18, 2020, followed by a request for an Extended Unpaid Child Care Leave from on or about December 21, 2020 through June 30, 2021. Expected return to work date is on or about September 1, 2021.

2. to approve an unpaid, extended Child Care Leave for Gabriella Esposito from September 1, 2020 through November 23, 2020. Expected return to work date is November 24, 2020.

B. APPROVE PERSONNEL

to approve, as per Superintendent's recommendation, Rebecca Roberts, as Long-Term Leave 6<sup>th</sup> Grade Math Teacher, pending completion of criminal history review and P.L. 2018, c. 5 review, pro-rated at \$53,600, Teacher BA/Step A-B, effective on or about May 12, 2020 through the end of the 2019-2020 school year.

ROLL CALL VOTE: 6 Ayes            0 Nays            1 Absent

XXIII. ADJOURNMENT

Motion by Mr. Walsh, seconded by Mr. Grant, to adjourn at 7:58 PM.

ROLL CALL VOTE: 6 Ayes            0 Nays            1 Absent