

LITTLE SILVER BOARD OF EDUCATION
LITTLE SILVER, NEW JERSEY

MINUTES - BOARD MEETING – MAY 21, 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. In accordance with P.L. 1975, Chapter 231, Notice was given that the Little Silver Board of Education changed the meeting for Thursday, May 21, 2020, at 7:00 PM, to be an online meeting using a virtual meeting platform and will no longer take place in person at Markham Place School. The online meeting participation link was sent to the community.
- III. FLAG SALUTE
- IV. ROLL CALL: Present were: Mrs. Aninowsky, Mrs. Bateman, Ms. Bennett, Mrs. Galbavy, Mrs. Glynn, Mr. Grant and Mr. Walsh. Also present were Dr. Kossack, Superintendent of Schools and Mrs. Case, Board Secretary.
- V. PRESENTATION – NJSLA SCIENCE SCORE REPORTING (Presentation can be found on the District’s homepage under the NJSLA Science Quicklink.)
- VI. SUPERINTENDENT’S UPDATE

A. REVISED SCHOOL HEALTH-RELATED CLOSURE PLAN

Motion by Mr. Walsh, seconded by Ms. Bennett, to approve the revised School Health-Related Closure Plan presented by the Superintendent of Schools.

ROLL CALL VOTE: 7 Ayes 0 Nays 0 Absent

B. HIB REPORT

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

ROLL CALL VOTE: 7 Ayes 0 Nays 0 Absent

C. ATTENDANCE FOR APRIL 2020

	Markham	Point Road	Total
Days Possible	6,681	7,412	14,093
Days Present	6,676	7,402	14,078
Days Absent	5	10	15
Number of Pupils Entered	0	0	0

Number of Pupils Left	0	0	0
On Roll – MARCH	393	437	830
On Roll – APRIL	393	437	830
Percentage of Attendance	99.9%	99.9%	830

ATTENDANCE COMPARISON APRIL 2019

	Markham	Point Road	Total
On Roll – End of Month	380	454	834
Percentage of Attendance	95%	97%	96%

TEACHER ATTENDANCE FOR APRIL 2020

Days Possible	1,462
Days Absent	49
Percentage of Attendance	97%
Cumulative Total Days	12,470
Cumulative Days Absent	547
Cumulative Percentage Total	96%

- D. BOARD GOALS – AUGUST 27, 2020 – 6 PM
- E. CSA EVALUATION/BOE SELF-EVALUATION
- F. MAY SPOTLIGHT
- VII. BOARD PRESIDENT’S UPDATE – NJSBA Article
- VIII. COMMITTEE REPORTS – Dr. Kossack-EFLS had a live auction on 5/15/20. Local businesses helped and teachers provided. Thank you to PTO for purchasing lawn signs for 4th and 8th graders.
- IX. LIAISON REPORTS – Mrs. Aninowsky-Friends with Different Learners- working on a grant for more inclusive learning by Ms. Lazzari. 6/11/20 PTO meeting via Zoom.
- X. PUBLIC HEARING – Re: Agenda Only
 Lori Markoff-I, and I think most others, understand that we have to abide by the state mandates. We further understand that by the end of the summer if still may not be feasible, however, what is the harm in having both postponed until July or August? Then at least one of those will happen. Either virtual or live. But going ahead with virtual on June 19 basically ensures it will only be virtual. What is the harm in postponing to give the option? The board keeps insinuating that we are demanding live. We’re not. We’re asking for a postponement to allow the possibility of a live graduation. Should the state laws not change-no harm done. We stick with virtual.
 Dr. Kossack-Teachers are contractual through June 30; they are working on music and speeches with the students for the virtual graduation.
 Andrew Walsh – We would pay the teachers but it would be a lot to ask. The concerned about putting it off after June is that people may not be available for graduation. People will want to leave Little Silver after they are allowed to and if there is an opportunity then maybe it’s not a graduation but a reunion for the class.

Jennifer Madsen-Governor Murphy has said repeatedly this week in his daily press briefings that parents should hold out hope for in person graduation ceremonies in July. He said he is hopeful this will happen.

Krista Portelli-First, I want to thank the entire staff at both Point Road and Markham for everything they are doing for our students; this is not easy and they continue to engage our children we appreciate them! My question relates to fourth grade students moving up; are you planning anything “virtually” to help with their transition to Markham. Meeting the Markham staff, taking a tour, etc. and also maybe a staff parade for our students to say goodbye to the teachers and staff they love and miss and to have closure leaving Point Road.

Dr. Kossack- Dr. Albert Devine is working with the PTO for lawn signs for the 4th grade. A virtual video will be made with the students in their 4th grade t-shirts. Mr. Platt will be trying to make a virtual video to give an introduction to Markham Place School on places they will visit frequently.

Lauren Inzelbuch-Hi. I’d first like to say that our teachers have done an amazing job transitioning to emergency remote learning. I’d like to ask if there is a deadline for making a decision about the plan for September, given what is known about the pandemic on that date. I ask because homeschool, online learning and traditional schooling are 3 different mediums that aim to achieve the same state standards; what we are currently doing is not any of the above. I feel it is negligent to our educators and children to not make a decision immediately so that the proper training and education can take place over the summer (negotiated with the unions) to put a meaningful and successful program in place for the fall.

Dr. K - We don’t have state guidance on what September can look like. We are completing a gap analysis to see where our students may need help come September. These questions are what Superintendents across the state are trying to receive guidance from the Governor. I know this is hard to not have answers and until we have guidance from the Governor. We are planning for a variety of options.

Elizabeth Hobson-Hi, I was wondering if you could speak about the surveys that were administered to students and parents. Will the results be made public? Also, how are the results being used to influence virtual learning changes for now and possibly the fall?

Dr. Kossack-The survey was anonymous and wished we had asked for a corresponding grade level to help the results be definitive. The responses are based on 273 responses.

Ms. Bennett-If the students are coming to the meeting then the teachers are reaching out to the students and to the parents.

Dr. Kossack-That’s correct. The teachers have and the middle schoolers have also had Mr. Platt reach out to them.

Tara Fitzpatrick-I am excited about what is planned for the 8th grade. I know it is not what any of us would like but I think it will be the best it can due to the circumstances. I look forward to a big blowout party for the kids when the time is right. Trying to stay positive.

Dr. Kossack-Thank you, Tara.

Mrs. Galbavy-I have a question in regards to curriculum. Are they looking at postponing the new curriculum changes?

Dr. Kossack-We have asked the governor to postpone, which would go to the DOE. WE requested a year lag, but waiting on a response.

Andrew Walsh-For procedure, we will go through the rest of the agenda and will do public hearing at that time.

XI. PERSONNEL

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

A. MERIT GOALS COMPLETION AND PAYMENT

1. Superintendent of Schools

to approve payment for the successful completion of qualitative merit goal for Dr. Carolyn M. Kossack, Superintendent of Schools, as per contract pending approval by the Executive County Superintendent, for the 2019-2020 school year.

2. Business Administrator

to approve payment for the successful completion of qualitative merit goal for Lindsey Case, Business Administrator/Board Secretary, as per contract pending approval by the Executive County Superintendent, for the 2019-2020 school year.

3. Administration

to approve payment for the successful completion of merit goal for: Pamela Albert Devine, Suzanne Lazzari, Eric Platt and Angela Rosen as per the LSASA contract for the 2019-2020 school year.

B. APPROVE ACADEMIC DATA MANAGER AND DISTRICT TEST COORDINATOR

RESOLVED, that Angela Rosen shall be appointed Academic Data Manager and District Test Coordinator for the 2020-2021 school year, in accordance with the job description for that position and the Board hereby approves the agreement with Rosen to serve in this position. Compensation shall be compensated as provided in the job description and agreement between the Board and Mrs. Rosen.

C. ACCEPT RETIREMENT/RESIGNATION

to accept the retirement/resignation of Connee Moss, Instructional Assistant, effective June 30, 2020.

ROLL CALL VOTE: 7 Ayes 0 Nays 0 Absent

XII. FINANCE REPORT

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

A. PAY BILLS – MAY 2020

to approve the following bills for May 2020:

Fund	Description	Amount
11	General Fund	\$307,959.81
12	Capital Outlay Fund	\$0.00
20	Special Revenue Fund	\$125.00
30	Capital Projects Fund	\$0.00
40	Debt Service Fund	\$0.00
60	Food Service Fund	\$682.35
95	Student Activity Fund	\$0.00
	Unemployment Trust Fund	\$0.00
	Total for Accounts Payable	\$308,767.16
Payroll	May 15, 2020	\$439,471.66

	Total for Payroll	\$439,471.66
	Total Bill List	\$748,238.82

B. TRANSFER OF FUNDS – APRIL 2020

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 – MAY 2020

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of April 30, 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

Lindsey Case, Board Secretary

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

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

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of April 30, 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 – APRIL 2020

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

F. BOARD SECRETARY’S REPORT – APRIL 2020

To approve the Board Secretary’s Report for the month of April, 2020

G. APPROVE PROFESSIONAL WORKSHOPS

to approve the following workshops:

Dates	Workshop	Staff Member	Registration	Travel
6/5/2020	Avoiding Retraumatization in a COVID-19 World: Making Schools A Place of	C. Bavosi	\$55.00	

	Reflection Instead of Reaction-Webinar			
6/5/2020	Avoiding Retraumatization in a COVID-19 World: Making Schools A Place of Reflection Instead of Reaction-Webinar	K. Mulcahy	\$55.00	
6/5/2020	Avoiding Retraumatization in a COVID-19 World: Making Schools A Place of Reflection Instead of Reaction-Webinar	S. Szczepan	\$55.00	
6/5/2020	Avoiding Retraumatization in a COVID-19 World: Making Schools A Place of Reflection Instead of Reaction-Webinar	S. White	\$55.00	
10/15/2020	NJPSA ASCD 2020 Leadership Conference	E. Platt	\$292.00	\$75.00
10/15/2020	NJPSA ASCD 2020 Leadership Conference	A. Rosen	\$292.00	\$75.00

H. APPOINTMENTS

to approve the following appointments for the 2020-2021 school year:

Appointment	Name
504 Officer	Suzanne Lazzari
Affirmative Action Officer/ Gender Equity Officer	Jennifer Peirson
Americans with Disabilities Act Officer	Michael Ettore
Asbestos Management Officer	Richard Carlson
Assistant Board Secretary	Judith Lyons
Attendance Officer	Lindsey Case
Chemical Hygiene Officer	Richard Carlson
Civil Rights (Title IX) Coordinator	Michael Ettore
Department of Child Protection Permanency (DCPP) Liaison	Michael Ettore
District Anti-Bullying Coordinator	Eric Platt
District Wellness Policy Coordinator	Lindsey Case
English as a Second Language Plan	Suzanne Lazzari
ESSA (NCLB) Coordinator	Angela Rosen
Homeless Liaison	Suzanne Lazzari
Indoor Air Quality Coordinator	Richard Carlson
Integrated Pest Management Coordinator	Richard Carlson
Markham Place Anti-Bullying Specialist	Jennifer Peirson
Point Road Anti-Bullying Specialist	Julianna Pedalino
Public Agency Compliance Officer	Lindsey Case
Representative to Monmouth-Ocean Educational Services Commission	Michael Ettore
Representative to Request Federal & State Funding	Lindsey Case
Right-to-Know Officer	Richard Carlson
Safety Officer	Lindsey Case
School Board Secretary	Lindsey Case
School Physician	Unterberg Children’s Hospital at a Stipend of \$5,000
School Safety Specialist	Pamela Albert Devine
Treasurer of School Monies	Sean Boyce at a Stipend of \$3,278 Pursuant to N.J.S.A.8A:13-14

I. DESIGNATION OF DEPOSITORIES

that the following resolution be adopted by the Little Silver Board of Education:

WHEREAS, the Little Silver Board of Education deems it advisable to designate depositories for all school funds to serve until the next organization of said Board, unless otherwise changed by Board resolution;

NOW, THEREFORE, BE IT RESOLVED that the following banks be appointed as official depositories for school district funds, and that fund withdrawal authorization is hereby granted to by signature of those persons heretofore elected, appointed, and/or designated to the Offices of Board President, Board Vice President (in the absence of the President), Board Secretary, and Treasurer of School Monies;

AND BE IT FURTHER RESOLVED that the Board Secretary to authorized to wire transfer Board of Education funds between Board of Education accounts only;

AND BE IT FURTHER RESOLVED that the Board of Education Secretary is hereby authorized to deliver, upon demand, specimen facsimile signatures of required authorities to the approved authorities.

Account	Bank	Authorized Signatories*
Warrant Account	Investors Savings Bank	1,2,3,4
Payroll Account	Investors Savings Bank	1,2,3,4
Payroll Agency Account	Investors Savings Bank	1,2,3,4
Petty Cash Account	Investors Savings Bank	1,2,3,4
Flexible Spending Account	Investors Savings Bank	1,2,3,4
Trust Fund NJUC	Investors Savings Bank	1,2,3,4
Debt Service Agreement	Investors Savings Bank	1,2,3,4
Emergency Reserve	Investors Savings Bank	1,2,3,4
Capital Reserve Account	Investors Savings Bank	1,2,3,4
Maintenance Reserve	Investors Savings Bank	1,2,3,4
Investments (Wire Transfers)	Investors Savings Bank	3
Bonds Transfer Agent (Wire Transfers)	The Bank of New York (via the Depository Trust)	3
Online School	Investors Savings Bank	3
Student Activity	Investors Savings Bank	2,3,5
Capital Project Acct. (Wire Transfers)	Investors Savings Bank	3
Food Service	Investors Savings Bank	3

- *Key Authorized Signatories:
1. Board President or Vice President
 2. Superintendent
 3. Business Administrator/Board Secretary
 4. Treasurer of School Monies
 5. Principal–Markham Place

J. PREPAYMENT AUTHORITY

to authorize the Business Administrator/Board Secretary to pre-approve and pay any legitimate school year bills, including payroll, when necessary that occur between Board meetings and make any necessary transfers. All pre-approved paid bills and transfers will be presented for approval at the next Board Meeting and will be countersigned by the Superintendent.

K. IMPLEMENT 2020-2021 BUDGET

to authorize the Superintendent and Business Administrator/Board Secretary to implement the 2020-2021 budget pursuant to local and state policies.

L. APPROVE PETTY CASH

that the Little Silver Board of Education establishes a petty cash fund of \$1,000 for the 2020-2021 school year.

M. APPROVE TRANSFER AUTHORITY

that the Board approve the following item:

RESOLVED, that as provided by N.J.S.A. 18A:22-8.1 amended, the Superintendent of Schools be designated as Chief School Administrator to approve such line item budget transfers as are necessary between Board of Education meetings, and

BE IT FURTHER RESOLVED, that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of such meeting not less than monthly.

N. FOOD SERVICES CONTRACT 2020-2021

to approve contract for food services between Simplified Culinary Services, Inc. and the Little Silver Board of Education for the 2020-2021 fiscal year at an annual management fee of \$12,000.

O. APPOINTMENT OF PROFESSIONAL SERVICES

WHEREAS, there exists a need for construction administration services of the Little Silver Board of Education, and

WHEREAS, it has been determined that such construction administration services are specialized in nature, require expertise in the field of construction administration and can be provided only by someone with knowledge of construction and is not reasonably possible to describe the required services with written bid specifications, and

WHEREAS, funds are or will be available for this purpose.

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

- 1. The construction administration services firm of P.W. Moss & Associates, Doylestown, Pennsylvania and Solutions Architecture, Verona, NJ is hereby retained to provide services as necessary.

P. UNIFORM MINIMUM CHART OF ACCOUNTS

to authorize the Uniform Minimum Chart of Accounts for New Jersey Public Schools for 2020-2021 School Year.

Q. APPROVE SHARED PURCHASING FOR UTILITIES

to approve the Little Silver Board of Education to continue to participate in the Alliance for Competitive Telecommunications (ACT) program, Alliance for Competitive Energy Services (ACES) bid cooperative pricing system, and E-Rate program as previously approved and until termination.

R. APPLY FOR IDEA CONSOLIDATED GRANT FUNDS

the Little Silver Borough (25-2720) School District on May 21, 2020, hereby resolves to apply for funds allocated for the fiscal year 2020-2021 under IDEA Consolidated Grant as follows:

IDEA Basic	\$194,942.00 (Special Education)
IDEA Preschool	\$6,335.00 (Special Education under 5 yrs.)

S. APPLY FOR ESEA CONSOLIDATED GRANT FUNDS

that the Little Silver Borough (25-2720) School District on May 21, 2020 hereby resolves to apply for funds allocated for the fiscal year 2020-2021 under ESEA Consolidated Grant as follows:

ESEA Title I A	\$56,540.00
ESEA Title II A	\$9,542.00
ESEA Title IV	\$10,000.00

ROLL CALL VOTE: 7 Ayes 0 Nays 0 Absent

XIII. OTHER BUSINESS

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

A. MINUTES

April 30, 2020: Regular and Executive Session
May 7, 2020: Regular Session

B. OPEN PUBLIC MEETINGS ACT

WHEREAS, Chapter 231, P.L. 1975 (Open Public Meetings Law) requires the Board of Education of Little Silver, in the County of Monmouth to give notice of its scheduled meetings which will be held at the Markham Place School, and

WHEREAS, Chapter 231, P.L. 1975 authorizes a public body to meet in Executive Session under certain limited circumstances, and

WHEREAS, said law requires the Board of Education to adopt a resolution at a public meeting before it can meet in Executive Session.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION:

- 1. That is does hereby authorize the following meetings beginning in July 2020 through June 2021.
- 2. That is does hereby determine that it may be necessary to meet in Executive Session on the following dates, and that the matters discussed will be made public when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

The Board will meet at 7:00 PM on the following Thursdays of the month, unless otherwise noted. Action will be taken, unless otherwise advertised. Meetings will take place in the Media Center of Markham Place School.

BOARD OF EDUCATION MEETINGS

- Thursday, July 16, 2020
- Thursday, August 27, 2020
- Thursday, September 24, 2020
- Thursday, October 15, 2020
- Tuesday, November 17, 2020
- Thursday, December 17, 2020
- Thursday, January 7, 2021, (Re-org Meeting)
- Thursday, January 28, 2021
- Thursday, February 18, 2021
- Thursday, March 18, 2021
- Thursday, April 22, 2021
- Thursday, May 20, 2021
- Tuesday, June 15, 2021

Reorganization will be held Thursday, January 7, 2021 at 7:00 PM at the Markham Place School.

NOW, THEREFORE, BE IT FUTHER RESOLVED that the Board Secretary is hereby directed to post and maintain posted a copy of this resolution in the window of the Administrative Offices, 124 Willow Drive, and shall file a copy of same in her office, as well as in the office of the Borough Clerk of Little Silver, Point Road and Markham Place Schools, on the district website, and to forward a copy to the Asbury Park Press. Notice of any additions to the above schedule or changes in time, date, or place of any scheduled meeting will be posted and advertised as required by law.

C. OFFICIAL NEWSPAPERS

to adopt the following resolution:

WHEREAS the Little Silver Board of Education deems it advisable to designate official newspapers for the advertisement of all legal notices and all other necessary public notifications for the 2020-2021 school year,

NOW, THEREFORE, BE IT RESOLVED that the Asbury Park Press is designated the official newspaper for all legal notices and the Star Ledger and Two River Times be designated should it be impossible to advertise in the Asbury Park Press for reasons of timely notice, emergency or other reasons.

D. APPROVE PARLIAMENTARY PROCEDURE

to adopt “Robert’s Rules of Order” as the approved parliamentary procedure, to the extent consistent with State Law, Policies and By-Laws of the Board of Education for the 2020-2021 school year.

E. APPOINTMENT OF INSURANCE AGENT

that, Vincent S. Krill of Boynton & Boynton, Red Bank, NJ, to serve as the district insurance agent for the 2020-2021 school year.

F. APPROVE DELTA DENTAL PLAN CONTRACT

to renew the Delta Dental Contract with Brown & Brown Benefit Advisors as broker of record for the provision of all contractual dental benefits for the school year 2020-2021.

G. APPROVE WAIVER OF HEALTH BENEFITS PROGRAM RESOLUTION

to approve the following resolution:

WHEREAS, employees are permitted to waive their medical and prescription coverage – provided they have other health care coverage, and

WHEREAS, a Health Benefits Program Coverage Waiver/Reinstatement Form and Active Employee Health Benefits Application must be submitted through the Human Resources Office in order to waive medical and prescription coverage, and

WHEREAS, to **reinstate** coverage, an employee must once again complete a Health Benefits Program Coverage Waiver/Reinstatement Form and Active Employee Health Benefits Application, and

WHEREAS, the employee must notify within 30 days of the loss of the other coverage and provide proof of loss of that coverage. And

WHEREAS, reinstatement will be effective immediately following the loss of the employee’s other health plan coverage,

NOW THEREFORE BE IT RESOLVED, that the Little Silver Board of Education offers the opt out plan to all active eligible employees, and

BE IT FURTHER RESOLVED, those active eligible employees who are eligible for other health care coverage will receive an incentive payment not more than 25% of the amount saved by the employer because of the waiver or \$5,000, whichever is less.

BE IT FURTHER RESOLVED, the incentive payment will be made once a year on the closest pay date to June 30 each year.

The decision of the Little Silver Board of Education to allow its employees to waive coverage, and the amount of incentive to be paid, cannot be subject to the collective bargaining process.

H. APPROVE EDUCATIONAL DATA SERVICES, INC.

to approve Educational Data Services, Inc. as a New Jersey Cooperative Bidding Program for our school and custodial supplies and trades bid. The licensing and maintenance fee for the 2020-2021 School Year will be \$3,150.

I. CUSTODIAN OF PUBLIC RECORDS & OPRA OFFICER

1. to approve the School Business Administrator/Board Secretary to be designated as the Custodian of Public Records for compliance with the Open Public Meetings Act, to serve until the next organization meeting.
2. to approve the School Business Administrator/Board Secretary as the Open Public Records Act (OPRA) Officer for the 2020-2021 school year and to charge the fees as applicable as per state law.

J. APPOINTMENT OF DISTRICT PURCHASING AGENT

that the following resolution be adopted by the Little Silver Board of Education:

WHEREAS, 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

WHEREAS 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (Currently \$40,000), may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and

WHEREAS 18A:18A-37,c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (Currently \$6,000) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.

NOW, THEREFORE BE IT RESOLVED, that Little Silver Board of Education, pursuant to the statutes cited above hereby appoints Lindsey Case, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Little Silver Board of Education, and

BE IT FURTHER RESOLVED that Lindsey Case is hereby authorized to award contracts on behalf of the Little Silver Board of Education that are in the aggregate less than 15% of the bid threshold (Currently \$6,000) without soliciting competitive quotations, and

BE IT FURTHER RESOLVED that Lindsey Case is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the Little Silver Board of Education when contracts in the aggregate exceed 15% of the bid threshold (Currently \$6,000) but are less than the bid threshold of \$40,000.

K. STATE CONTRACT PURCHASING

to adopt the following resolution authorizing the *Procurement of Goods and Services* through State Agency for the 2020-2021 school year.

WHEREAS, N.J.S.A. 18A:18A-10 provides that “A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, The Little Silver Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Little Silver Board of Education desires to authorize its purchasing agent for the 2020-2021 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that Little Silver Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors that have State Contracts. The Purchasing Agent shall make known to the Board the Commodity/Service, Vendor and State Contract Number utilized.

L. APPOINTMENT OF POLICY SERVICES

that the following resolution be adopted by the Little Silver Board of Education:

WHEREAS, there exists a need for policy review services of the Little Silver Board of Education for the 2020-2021 school year, and

WHEREAS, it has been determined that such policy review services are specialized in nature, require expertise in the field of policy review and can be provided only by someone with knowledge of policy and is not reasonably possible to describe the required services with written bid specifications, and

WHEREAS, funds are or will be available for this purpose in an amount not to exceed \$6,300.

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

1. The policy review services firm of Strauss Esmay Associates, Toms River, New Jersey is hereby retained to provide review services necessary.
2. This contract is awarded without competitive bidding as “Extraordinary Unspecifiable Services” in accordance with the Public Schools Contracts Law, N.J.S.A. 18A:18A(a)(1) because it is for services performed by persons that cannot be reasonably described and bid.
3. A copy of this resolution as well as the contract shall be placed on file with the Secretary of the Board.

M. APPOINTMENT OF RIGHT TO KNOW AND HAZARD COMMUNICATION SERVICE

that the following resolution be adopted by the Little Silver Board of Education:

WHEREAS, there exists a need for right to know and hazard communication services in connection with monitoring, treatment, and training as designated for the 2020-2021 school year, and

WHEREAS, it has been determined that such right to know and hazard communication services are specialized in nature, require expertise in the field, can be provided only by a licensed professional and is not reasonably possible to describe the required services with written bid specifications, and

WHEREAS, funds in the amount of \$4,500 are or will be available for this purpose.

NOW, THEREFORE BE IT RESOLVED, BY THE LITTLE SILVER BOARD OF EDUCATION IN THE COUNTY OF MONMOUTH, AS FOLLOWS:

1. The services firm of Rullo & Juillet Associates, Inc., 878 A-1 Pompton Ave., Cedar Grove, NJ 07009 is hereby retained to provide these services necessary in conjunction with the laws and board policy.
2. This contract is awarded without competitive bidding as “Extraordinary Unspecifiable Services” in accordance with the Public School Contracts Law, N.J.S.A.18A:18A(a)(1) because it is for services performed by persons that cannot be reasonably described and bid.
3. A copy of this resolution as well as the contract shall be placed on file with the Secretary of the Board.

N. EMERGENCY MANAGEMENT PLAN

to reapprove and adopt the Emergency Management Plan for the Little Silver School District for the 2020-2021 school year.

O. ORGANIZATION CHART

to reapprove and adopt the organization chart of the Little Silver Board of Education for the 2020-2021 school year.

P. HEALTHCARE – THIRD PARTY ADMINISTRATOR

1. to approve the agreement between Horizon Blue Cross Blue Shield of Newark, NJ and Little Silver School District.
2. to re-approve the Little Silver School District 125 Plan, including the Flexible Spending Account, and re-approve Horizon as the Third Party Administrator for the 2020-2021 school year.

Q. APPROVE TAX SHELTER ANNUITY COMPANIES

that the Board re-approve the following 403(B) and 457 Tax Sheltered Annuity salary reduction agreements for the 2020-2021 school year:

AIG / Valic
Aspire
AXA Equitable
Legacy Benefits Group LLC
Lincoln Investment
Metropolitan Life
TJW Fiduciary

R. ADOPT SOP AND INTERNAL CONTROLS MANUAL

that the Board adopts the Administrative SOP (Standard Operating Procedures) and Internal Controls Manual for the 2020-2021 school year.

S. DOCTRINE OF NECESSITY

that the Board approve the following item:

WHEREAS, the School Ethics Act, N.J.S.A. 18AA:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to provide specific ethical standards to guide their conduct; and

WHEREAS, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and

WHEREAS, the School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

WHEREAS the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and

WHEREAS, the opinion further provided that if the Board must invoke the Doctrine of Necessity not just to vote, but also to form a negotiations committee because it is without even three members to serve as a committee, then the Board must determine whether to act as a committee of the whole or to choose a smaller negotiations committee from among its members after stating publicly its reason for doing so as set forth above; and

WHEREAS, in keeping with the Legislative purpose as set forth in N.J.S.A. 18A:12-22(a) the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity:

NOW, THEREFORE BE IT RESOLVED, that the School Ethics Commission hereby requires Boards of Education and Charter School Boards of Trustees that must invoke the Doctrine of Necessity to adopt a resolution setting forth that they are invoking the Doctrine, the reason for doing so and the specific nature of the conflicts of interest; and

BE IT FURTHER RESOLVED, that Boards of Education and Charter School Boards of Trustees that invoke the Doctrine are directed to read the resolution at a regularly-scheduled public meeting, post it where it posts public notices for 30 days and provide the Commission with a copy;

BE IT FURTHER RESOLVED, that the Commission shall distribute this Resolution to the county superintendents for distribution to the school districts and charter schools, the New Jersey School Boards Association, the New Jersey Principals and Supervisors Association, the New Jersey Association of School Administrators, the New Jersey Association of School Business Officials and the New Jersey Education Association.

T. COMPUTER SOFTWARE MAINTENANCE

WHEREAS, the Little Silver Board of Education has need for Computer Software Maintenance services to assist the district in daily usage of budget, payroll, and personnel software for the 2020-2021 School Year,

WHEREAS, it has been determined that the required services are specialized in nature, require expertise in the field of computers and software, and is not reasonably possible to describe the required services with written bid specifications.

NOW, THEREFORE, be it resolved that the Little Silver Board of Education shall award a contract in the amount of \$24,393 for these services as an extraordinary unspecifiable service to Systems 3000, 615 Hope Road, Eatontown, NJ.

BE IT FURTHER RESOLVED that the details of the computer software maintenance services and the costs will be covered by a mutually agreed upon contract filed in the Business Administrator/Board Secretary’s Office.

U. APPROVE E-RATE

WHEREAS, there exists a need for telecommunication services for the Little Silver Board of Education for the 2020-2021 school year.

WHEREAS, it has been determined that such telecommunication services are specialized in nature, require expertise in the field of telecommunication and can be provided only by someone with knowledge of policy and is not reasonably possible to describe the required services with written bid specifications, and

WHEREAS, funds are or will be available for this purpose in an amount not to exceed \$4,200.

NOW, THEREFORE BE IT RESOLVED, BY THE LITTLE SILVER BOARD OF EDUCATION IN THE COUNTY OF MONMOUTH, AS FOLLOWS:

1. The telecommunication services firm of On-Tech Consulting, Inc., 35 Elm Place, Red Bank, NJ, is hereby retained to provide telecommunication services necessary.
2. This contract is awarded without competitive bidding as “Extraordinary Unspecifiable Services” in accordance with the Public School Contracts Law, N.J.S.A.18A:18A(a)(1) because it is for services performed by persons that cannot be reasonably described and bid.
3. The Board of Education is required to review the most recent peer review report prior to the engagement of the annual audit, and to acknowledge its review of the peer review report in the minutes that authorizes the engagement of the public school accountant.
4. A copy of this resolution as well as the contract shall be placed on file with the Secretary of the Board.

V. APPROVE GRADUATION VIDEOGRAPHER

to approve Del Rae Studios to perform Virtual Graduation services at the fee of \$3,500.

W. APPROVE POINT ROAD MULTI-PURPOSE ROOM RENOVATIONS

That the Little Silver Board of Education, in the county of Monmouth, advertised for bids for the replacement of the Point Road Multi-Purpose Room floor. On May 19, 2020, four bids were received for the Project. The bid results are as follows:

Bidder	Bid
Nari Construction LLC	\$176,000.00
Plymouth Environmental Co. Inc.	\$188,000.00
North Eastern Hardwood Floors, Inc.	\$204,928.00
Dynamic Sports Construction Inc.	\$328,178.00

The Board approves the award of the project to Plymouth Environmental Co. Inc. in the amount of \$188,000 as the lowest responsible bidder pending DOE approval.

ROLL CALL VOTE: 4 Ayes 0 Nays 0 Absent 3 Abstain

XIV. PROGRAMS

Motion by Mr. Walsh, seconded by Ms. Bennett, to approve the following staff members to serve as members of the Affirmative Action Team.

A. APPROVE AFFIRMATIVE ACTION TEAM

to approve the authorization of the following members of the Affirmative Action Team to conduct a needs assessment and develop a 3-year Comprehensive Equity Plan (CEP) including a corrective action plan as needed.

Name	Title
Jennifer Peirson	Affirmative Action Officer/Guidance Counselor
Michael Ettore	Superintendent of Schools
Pamela Albert-Devine	Principal
Eric Platt	Principal
Angela Rosen	Director of Curriculum and Instruction
Suzanne Lazzari	Director of Special Education
Julianna Pedalino	Guidance Counselor

ROLL CALL VOTE: 7 Ayes 0 Nays 0 Absent

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

B. APPROVE TEXTBOOK AND CURRICULUM RESOURCES

to approve Textbook and Curriculum Resources for the 2020-2021 school year as per attachment.

C. APPROVE PROFESSIONAL DEVELOPMENT PLAN

to approve the Little Silver Professional Development Plan for the 2020-2021 school year as per attachment.

D. APPROVE DATA GOVERNANCE MANUAL

to approve the Little Silver School’s Data Governance Manual for the 2020-2021 school year as per attachment.

ROLL CALL VOTE: 7 Ayes 0 Nays 0 Absent

XV. FACILITIES AND TRANSPORTATION

Motion by Mr. Grant, seconded by Ms. Bennett, to approve the following Safety Drills:

A. APPOINTMENT OF INDOOR AIR QUALITY INVESTIGATION

that the following resolution be adopted by the Little Silver Board of Education for the 2020-2021 school year:

WHEREAS, there exists a need for IAQ Investigation services in connection with screenings of any of the schools of the Little Silver Board of Education.

WHEREAS, it has been determined that such IAQ Investigation services are specialized in nature, require expertise in the field of mold and fungus identification and remediation and can be provided only by a licensed professional and it is not reasonably possible to describe the required services with written bid specifications, and

WHEREAS, funds are or will be available for this purpose based on hourly rate fees.

NOW, THEREFORE BE IT RESOLVED BY THE LITTLE SILVER BOARD OF EDUCATION IN THE COUNTY OF MONMOUTH, AS FOLLOWS:

The environmental services firm of Environmental Connection, Inc., Trenton, NJ is hereby retained to provide IAQ Investigation services necessary.

This contract is awarded without competitive bidding as “Extraordinary Unspecifiable Services” in accordance with the Public School Contracts Law, N.J.S.A. 18A(a)(1) because it is for services performed by persons that cannot be reasonably described and bid.

B. APPOINTMENT OF INTEGRATED PEST MANAGEMENT SERVICES

that the following resolution be adopted by the Little Silver Board of Education:

WHEREAS, there exists a need for integrated pest management services in connection with monitoring and treatment for the 2020-2021 school year, as designated.

WHEREAS, it has been determined that such integrated pest management services are specialized in nature, require expertise in the field of pest management, can be provided only by a licensed professional and is not reasonably possible to describe the required services with written bid specifications, and

WHEREAS, funds in the amount of \$4,000 are or will be available for this purpose.

NOW, THEREFORE BE IT RESOLVED, BY THE LITTLE SILVER BOARD OF EDUCATION IN THE COUNTY OF MONMOUTH, AS FOLLOWS:

1. The services firm of Safe School Integrated Pest Management, Fair Haven, NJ is hereby retained to provide integrated pest management services necessary in conjunction with the laws and board policy of Integrated Pest Management.
2. This contract is awarded without competitive bidding as “Extraordinary Unspecifiable Services” in accordance with the Public School Contracts Law, N.J.S.A.18A:18A(a)(1) because it is for services performed by persons that cannot be reasonably described and bid.
3. A copy of this resolution as well as the contract shall be placed on file with the Secretary of the Board.

ROLL CALL VOTE: 7 Ayes 0 Nays 0 Absent

XVI. POLICY

A. SECOND READING 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)

B. APPROVAL OF POLICY ALERT NO. 219

Motion by Mrs. Galbavy, seconded by Mrs. Aninowsky, to approve the following Policies/Regulations:

- 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)

ROLL CALL VOTE: 7 Ayes 0 Nays 0 Absent

XVII. OLD BUSINESS

XVIII. NEW BUSINESS

XIX. PUBLIC HEARING

Christine Livingston-Are there plans in action now for virtual learning, building on the current plan for the fall shall we need it?

Dr. Kossack-Yes, members of the administrative team have been discussing. There will be a requirement for related arts. We will also need to vet the time associated with these, if we need to open with a remote model.

Tara Fitzpatrick-For the Point Road multipurpose project; is there known asbestos or is that something that is still an unknown and could increase the cost or timeline significantly? Going forward when life gets back to normal and meetings are held in person at Markham, is there any way you would consider streaming the meeting live like you are doing now? Or B, tape the meeting to be viewed after the meeting is over? I would like to know the turnout to these live meetings if that is allowed. Are there more people attending virtually than normally attend?

Mrs. Case-Yes, there is mercury testing and positive.

Dr. Kossack-We have had more participations but I will advise my successor to answer this question.

Alexis Herman-If the state allows, would there be consideration for in-person ESY sometime during the summer even if we begin virtually?

Dr. Kossack-We have been waiting for state guidelines and in the absence the Monmouth County Schools along with Middlesex we decided to go virtual for ESY.

Cate Knight-First you're all doing a great job so thank you! I see you'll be approving a new MD Teacher (assuming to replace Mrs. Federici), will you be moving around some of the MD Teachers at Point/Markham?

Dr. Kossack-Mrs. Tuzzeo will be heading to MPS. She will work with Mrs. Poland since the class requires two teachers.

Michelle Koster-Is there any way that instead of fixing the floor we can plan to use the funds for protective gear for the children? Spending the money before the end of the year, thermometers, protective shields if the mercury is not disturbed does it emit caustic hazards?

Dr. Kossack-We have a timeline to take care of the safety of the floor.

Mrs. Case-The monies were part of the budget process from the Capital Reserve account and can only be utilized for this project.

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

Motion by Mr. Walsh, 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: Approve Personnel, CSA Evaluation, 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 30 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 8:14 PM.

VOICE VOTE: 7 Ayes 0 Nays 0 Absent

XXI. RETURN TO OPEN SESSION

VOICE VOTE: 7 Ayes 0 Nays 0 Absent

XXII. APPROVE RESOLUTIONS

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

A. APPROVE PERSONNEL

to approve, as per Superintendent’s recommendation, Cassi Zappala as Multiply Disabled Teacher pending completion of criminal history review and P.L. 2018 c. 5 review, at \$56,700, Teacher MA/Step A-B, effective September 1, 2020 through June 30, 2021.

ROLL CALL VOTE: 7 Ayes 0 Nays 0 Absent

XXIII. ADJOURNMENT

Motion by Mrs. Galbavy, seconded by Mrs. Aninowsky, to adjourn at 8:41 PM.

VOICE VOTE: 7 Ayes 0 Nays 0 Absent