SPRING LAKE BOROUGH BOARD OF EDUCATION
MEETING MINUTES
March 18, 2024
6:30 PM Open Public Meeting
Meeting was held in-person in the H. W. Mountz All-Purpose Room

I. Call to order:

At 6:30pm Mrs. Giblin called the meeting to order in accordance with the provisions of the "Open Public Meetings Act," C.231, PL.1975, and notices were published in The Coast Star and on the district website."

II. Attendance:

Board of Education: Mrs. Noelle Giblin, President - Present
Mr. Michael Moran, Vice-President - Present
Mrs. Carla Martin - Absent
Mrs. Karen Matuch - Present
Mr. David Rowe - Present

Administration: Dr. Stephen LaValva, Superintendent/School Business Administrator
Mr. Daniel Layton, Principal/Supv. of C&I/Board Secretary

III. Flag salute - President Giblin led the Pledge of Allegiance

IV. President's Statement -

- Mrs. Giblin thanked the administration and staff for the ongoing collaboration with Sea Girt (specifically, and the other sending districts to MHS) to provide opportunities for students to come together for learning and social activities.
- On Monday, March 11, 2024, Members of the Spring Lake Borough and Sea Girt Board of Education convened to discuss additional opportunities to join forces through athletics, school clubs, and academic opportunities. The members of the BOE's are looking to reconvene in the near future. Both BOEs will be seeking input from stakeholders for ideas with regard to shared opportunities.

V. Presentations -

- Dr. LaValva, Mr. Layton and Mrs. Pearce publicly recognized the student below:

1. 2024 8th Grade Student Achiever - Gillian Roehrig

VI. Comment on Agenda Items - There were no comments with regard to this agenda.

VII. BOE Committee/Liaison Reports

A. Committee Reports

1. Buildings/Grounds
   - Mrs. Giblin reported that the committee met and reviewed the Long Range Plan. Additionally, the committee reviewed expenses and reserves and are looking forward to advancing the next phases of enhancements/upgrades. Dr. LaValva commended the Board for their commitment to allocate money towards preserving and enhancing the school building.
2. Curriculum and Instruction

- Mrs. Matuch shared that the curriculum committee met last Wednesday, March 13, 2024. Mrs. Penrod thanked the Board of Education for supporting her attendance at her conference in February. Mrs. Penrod shared that what she learned will be applied to her General Music Classes as well as Chorus.
- The committee also viewed a presentation from the company Apptegy. Apptegy is a company that we are looking forward to potentially partnering with as our new website host. In addition the company offers a school app, and can be used to promote the school and to mass communicate any broadcasts needed for operations. - Mr. Layton shared at the meeting that the Math Textbook Adoption is being put on pause. We currently have two more years of contract with our Math Textbook provider. This will also allow time for the textbook companies to adjust to the new shifts in learning standards.
- Mr. Layton and Mrs. Levine also shared the anticipated Summer Committee's and Curriculum writing that will be taking place in preparation for our QSAC review next school year.
- Dr. LaValva shared with the committee an update regarding course offerings for math next school year.

3. Finance
   - Mr. Moran shared that the Finance Committee met last week and they are happy to report that for the fourth straight year they have proposed not raising taxes to support the 2024-2025 budget. This budget will require the use of reserves for upcoming ROD Grant projects to be reimbursed for 40% of the capital expenditures.

4. Personnel
   - Mrs. Giblin reported that the Board has reviewed the proposed new salary guide and that they plan on meeting next week for further review.

5. Policy
   - Mr. Rowe shared that the policy committee met last week and that for approval on tonight's agenda there are 3 policies up for first reading, 4 policies up for second reading and adoption, and 1 policy up for approval to abolish.
   - Mr. Rowe also referenced the facility use requests that were discussed at the committee meeting.

B. Liaison Reports

1. H. W. Mountz Boosters
   - Mrs. Giblin shared that there is new Mountz merchandise that will be available for purchase. Tennis and Track will begin soon.

2. H.W. Mountz P.T.A.
   - Mrs. Matuch reported that tomorrow there is a PTA meeting, and that she is pleased to report that one third of all students participated in the production of Seusical Jr.
   - The PTA is looking for volunteers for the kitchen tour.
   - The Someone Special Dances are scheduled for the coming weeks.
   - The PTA is working to provide a Holocaust Speaker for a school assembly.

VIII. Superintendent's Report

A. Acknowledgement from Administration

1. Book Fair

- The administrative team publicly acknowledged and thanked Mrs. Deaver and the

PTA for ensuring that this year's Book Fair was a success.

B.Program Updates

1. Convocation Update - The administrative team reported that we have received a lot of positive feedback regarding our students who have participated in recent convocations within the districts that send to Manasquan. Additionally, it is to be noted that Mountz will be hosting a Woodshop Convocation on April 18, 2024.

C. Report on Enrollment

- Dr. LaValva shared that there were no changes to our enrollment this past month.

D. Monthly HIB, SSD Report

- Dr. LaValva shared that there were no incidents of SSD and one allegation of HIB that is currently under investigation.

IX. Approval of Minutes

1. The Board of Education approved the Minutes of the Regular Meeting and Executive Session of February 26, 2024.

A motion was made by Mr. Moran, and seconded by Mrs. Matuch:
Roll Call:

Mrs. Martin - Absent	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Rowe - Yes	Mrs. Giblin - Yes

X. Action Items

1. The Board of Education approved the adoption of Tentative Budget, Travel and Reserves
BE IT RESOLVED, that the tentative budget be approved for the 2024-2025 School Year using the 2024-2025 state aid figures and that the School Business Administrator be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline of March 20, 2024:

Proposed for 24/25	General Fund	Special Revenues	Debt Service	Total
Proposed Annual Exp.	$7,836,740	$321,165	$0	$8,157,905
Strategic Exp. (Cap Res.)	$2,834,625	$0	$0	$2,834,625
Total Expenditures	$10,671,365	$321,165	$0	$10,992,530
(-) Anticipated Revenues	$3,858,087	$321,165	$0	$4,179,252
*Taxes to be Raised	$6,813,278	$0	$0	$6,813,278

*** Reflects a 0.0% increase from the School Taxes to be raised for the 2024-2025 school year**

And to advertise said tentative budget in The Coast Star in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public meeting will be held in the All Purpose Room of H.W. Mountz Elementary School, 411 Tuttle Avenue, Spring Lake, New Jersey on Monday, April 29th at 6:30 PM, for the purpose of conducting a Public Hearing on the Budget for the 2024-2025 School Year.

2. Capital Reserve Withdrawal - Other Capital Projects
   BE IT RESOLVED that included in the general fund appropriations, budget line 620 is a withdrawal from Capital Reserve - Other Capital Projects in the amount of $2,834,624.86 for other capital project costs of $2,834,624.86. This is the total cost of this project, which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards. The project essentially entails the replacement of unit ventilators in 18 classrooms/administrative offices, the installation of new unit ventilators in the All Purpose Room and Locker Rooms, and the replacement of 12 hallway/stairwell cabinet heaters.*

   *** Projects have been approved by the SDA and awarded to the district for ROD Grant reimbursement at 40% of the total project costs (up to $1,133,849.94)**

3. Emergency Reserve Withdrawal
   BE IT RESOLVED that the general fund appropriations include a $28,792 withdrawal from the Emergency Reserve Account for the installation of additional cameras to improve school security in the district.

4. Tuition Reserve Withdrawal
   BE IT RESOLVED that the general fund appropriations include a $67,000 withdrawal from the Tuition Reserve Account which were deposited into the account in SY 2022-2023 and are now required to be withdrawn to pay tuition obligations in the 2024-2025 SY.

5. Travel and Related Expense Reimbursement 2024-2025
   WHEREAS, the Spring Lake 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, the Spring Lake 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 $150.00 per employee or Board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds $1,500 in a given school year (July 1 through June 30); and

   WHEREAS, the Spring Lake Board of Education established $15,000 as the maximum travel amount for the current school year and has expended $9,286.06 as of this date; now

   THEREFORE, BE IT RESOLVED, the Spring Lake Board of Education approves travel and related expenses reimbursements in accordance with N.J.A.C. 6A: 23-7.3, to a maximum expenditure of $15,000 for all staff and Board members for the 2024-2025 school year.

A motion was made by Mr. Rowe, and seconded by Mr. Moran:
Roll Call:

Mrs. Martin - Absent	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Rowe - Yes	Mrs. Giblin - Yes

A. Curriculum and Instruction

A1. The Board of Education approved the following class trips:

Class:	Teacher (s):	Destination:
Grade 7 Students	Mr. Janelli, Mr. Livingood	Belmar Elementary School-Belmar, NJ
Grades 5-8	Mrs. Deaver additional chaperone for Clean Ocean Action Student Summit	Gateway National Park-Sandy Hook, NJ

A2. The Board of Education approved faculty/student participation in the upcoming interdistrict enrichment convocations:

Select Students	Teacher (s):	Event/Location
4 Students from Grades 5 & 6	Mrs. Grannick OR Mrs. Dettlinger	The 24 Tournament at Spring Lake Heights
5 Students from Grades 5-8	Mr. DeStefano	Rutgers STEM Day at Sea Girt
4 Students from Grades 5-7	Ms. Ping	Academic Bowl at Brielle

A3. The Board of Education approved to exceed local cap of 15 students in the Pre-Kindergarten class by one resident student effective April 11,2024 - June 30, 2024.

A4. The Board of Education approved the 24/25 School Calendar for Students (Faculty PD Days yet to be determined). *Attachment C*

A5. The Board of Education approved the administration to invite Grade 4 students to participate in the MCAL sanctioned softball team for the '24 season. (Student participation will be predicated on the adherence to all of the health, safety, and academic eligibility standards established for all grade 6-8 students).

A motion was made by Mrs. Matuch, and seconded by Mr. Moran:
Roll Call:

Mrs. Martin - Absent	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Rowe - Yes	Mrs. Giblin - Yes

B. Personnel

B1. The Board of Education approved the following Professional Development Workshop and Travel Log:

Employee:	Date (s):	Description:	Reg. Fee:	Est. Travel Fees:	Coverage

Matthew Tonzola	3/20/24	Wit & Wisdom-STEM	$0	$0	Substitute
Natalie Levine	3/21/24	Harnessing the Power of AI	$150	$32	N/A
Jenna Grannick	3/26/24	Wit & Wisdom-Enrichment	$0	$0	Substitute
Nancy Kasper	3/27/24	PreK Professional Development Day-Avon, NJ	$0	$0	Substitute
Margaret Ping	3/27/24	RPDA-Data Teams Workshop-Eatontown NJ	$0	$0	N/A
Kelly Clark, Shannon Rossi	4/10/24	Wit & Wisdom-Content Area Comprehension	$0	$0	Substitute
Kelly Clark, Shannon Rossi	4/17/24	Wit & Wisdom-Vocabulary	$0	$0	Substitute
Natalie Levine	4/22/24	Safety Care Virtual Training	$575	0	NA

B2. The Board of Education approved posting for up to 16 hours per week of home instruction at the rate in the Agreement between the SLBOE and the SLEA (2021-2024), effective 4/11/24 - 6/30/24.

A motion was made by Mrs. Matuch, and seconded by Mr. Rowe:
Roll Call:

Mrs. Martin - Absent	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Rowe - Yes	Mrs. Giblin - Yes

C. Policy

C1. The Board of Education approved the following facility use requests:

Spring Lake Police
Entire School
Thursday, March 21, 2024 - (4:00 - 7:00 PM)
Requested by: Captain Giblin

Woodshop Convocation
Room 102 “The Shop”
Thursday, April 18, 2024 - (8:30-3:00 PM)
Room to be used for convocation with students from all sending districts to MHS

Thunder Road Books
APR
Saturday, May 18, 2024 - (6:00 -9:30 PM)
Requested by: Kate Czyzewski

C2. The Board of Education approved the following policies on second reading and adoption:

P 1523 - Comprehensive Equity Plan
P&R 1530 - Equal Employment Opportunities
P 1550 - Equal Employment/Anti Discrimination
P 7461 - District Sustainability Policy

C3. The Board of Education approved the following policies on first reading:

P 3211 - Code of Ethics
P 5570 - Sportsmanship
P 5750 - Equitable Education Opportunity

C4. The Board of Education approved to abolish the following policy:

P 5755 - Equity in Educational Programs and Services

A motion was made by Mr. Rowe, and seconded by Mr. Moran:
Roll Call:

Mrs. Martin - Absent	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Rowe - Yes	Mrs. Giblin - Yes

D. Finance

I, Stephen LaValva, Superintendent/School Business Administrator, certify that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10(c)3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

D1. The Board of Education approved the Board Secretary and Treasurer's Report for the month of January, 2024.

D2. The Board of Education approved the Monthly Transfer Report as recommended by the Superintendent/ Business Administrator.

D3. The Board of Education approved the Bills List in the amount of $365,879.29.

D4. The Board of Education approved Gross Payroll Expenses:

February 29, 2024	$147,440.22
March 15, 2024	$152,791.67

D5. The Board of Education approved the 5-Year Capital Improvement Plan as posted on the district website, and to authorize the School Business Administrator to procure associated cost estimates or quotes for the Board's review.

D6. The Board of Education approved the Agreement between the Spring Lake Board of Education and Denise Aloisio, MD, LLC, with offices at 345 Union Hill Road, Bld. 2, Suite F, Manasquan, NJ 07726, to conduct Neurodevelopmental evaluations as needed and as per the terms in the Agreement, effective March 19, 2024 - December 31, 2024.

D7. The Board of Education approved to enter into the Project Agreement between the Spring Lake Board of Education and Limbach Engineering with offices at 440 West Ferris St., East Brunswick, NJ 08816 for the purposes of replacing the school's boilers and completing the conversion of all remaining non-LED lighting to LED. All work is projected to be scheduled in the summer of 2024 as a Direct Install Project with New Jersey Natural Gas (NJNG). Of the total project cost of $830,048.75, the SLBOE will be responsible for 35.3% ($293,300.68 paid at 0% interest over 5 years)

A motion was made by Mr. Moran, and seconded by Mr. Rowe:
Roll Call:

Mrs. Martin - Absent	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Rowe - Yes	Mrs. Giblin - Yes

XI. Public Comment on Non-Agenda Items - There were no comments from the public.

XII. New Business - Dr. LaValva shared that the April 29, 2024 meeting will include the Public Budget Hearing.

XIII. Executive Session
Items discussed in executive session may result in Board action when the Board reconvenes in open session to conduct the regular business meeting.

WHEREAS, the Sen. Byron M. Baer Open Public meetings Act, N.J.S.A. 10:4-6 et seq., (the "Act") provides that the Spring Lake Board of Education may hold an "Executive Session" from which the public is excluded to discuss matters that are confidential or are one of the seven (9) subject matters listed Section 12(b) of the Act; and

WHEREAS, it is recommended by the Business Administrator that the Spring Lake Board of Education go into Executive Session on March 18, 2024 at: 7:02 pm. to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, that the Board hereby declares that its discussion of the following subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

NOW, THEREFORE, BE IT RESOLVED by the Spring Lake Board of Education that the Board shall go into Executive Session to discuss the following items: (To be determined and announced as needed)

_X_ Matters rendered confidential by state or federal law - Student Matter
____ Matters which would constitute an unwarranted invasion of privacy
____ Matters involving collective negotiations and/or the negotiations of terms and conditions
____ Matters involving the purchase, lease or acquisitions of real property or investment of public funds
____ Matters concerning the protection of the safety or property of the public
____ Pending or anticipated litigation and matters covered by the attorney-client privilege
_X_ Matters involving employees and terms of their employment and contract

BE IT FURTHER RESOLVED that said discussion may be disclosed to the public when reasons for discussing and acting upon it in closed session no longer exists. Action MAY be taken on one or more items stated above.

A motion was made to enter Executive Session by Mrs. Matuch, and seconded by Mrs. Giblin at 7:02 PM:
Roll Call:

Mrs. Martin - Absent	Mrs. Matuch - Yes	Mr. Moran - Yes	Mr. Rowe - Yes	Mrs. Giblin - Yes

The Board entered into Executive Discussion

- Mrs. Levine updated the Board with regard to the contract for Safety Care Curriculum, Training and Programing.
- Dr. LaValva updated the Board with regard to H.I.B. investigation 2324-01.

A motion was made to exit Executive Session by Mrs. Matuch, and seconded by Mr. Rowe at 8:15 PM:
Roll Call:

Mrs. Martin - Absent	Mrs. Matuch - Yes	Mr. Moran - Absent	Mr. Rowe - Yes	Mrs. Giblin - Yes

XIV. Adjournment

A motion was made to exit Executive Session by Mrs. Matuch, and seconded by Mr. Rowe at 8:15 PM:
Roll Call:

Mrs. Martin - Absent	Mrs. Matuch - Yes	Mr. Moran - Absent	Mr. Rowe - Yes	Mrs. Giblin - Yes