

January 29, 2013

The Board of Education of the Borough of Manasquan, Monmouth County, met in the Manasquan High School Media Center for the Combined Work Session and Regular Open Business Meeting on the January 29, 2013, at 7:00 p.m.

Mrs. LaSala called the meeting to order and read the following Opening Statement: Pursuant to New Jersey Administrative Code, Title 10, Chapter 4, Subchapter 10, notice of this meeting has been provided by publication in the Asbury Park Press and the Coast Star and posted in the Borough Hall of Manasquan and in the schools within the time limits prescribed by law.

Call to Order

Mrs. LaSala requested that everyone join in the Pledge of Allegiance.

Pledge of Allegiance

Present for Roll Call: Thomas Bauer, Jack Campbell, Kenneth Clayton, Linda DiPalma, Michelle LaSala, Michael Shelton, Katherine Verdi, Patricia T. Walsh, Manasquan Board of Education Elected Members (MEB), Julia Barnes, Michelle Degnan-Spang and Mark Furey, Sending District Representatives (SDR). Absent: Tom Pellegrino (MEB).

Roll Call

Also Present: Robert Mahon, Interim Superintendent of Schools, Margaret M. Hom, Business Administrator/Board Secretary, Mr. McOmber, Board Attorney, representatives of The Coast Star and members of the public.

Mrs. LaSala reported that Mr. Pellegrino is on vacation this evening and unable to attend the meeting. She introduced the following student representatives: J.D. Kuper, Student Council President, Grace Nielson, Student Council Vice President and Morgan Harkness, Student Council Secretary. She also introduced Mr. Sinneck, who will serve as the Manasquan Borough Council Liaison.

Mission Statement & Statement to the Public

Mrs. LaSala read the Mission Statement and the Statement to the Public.

On a motion by Mrs. Walsh, seconded by Mr. Campbell, it was RESOLVED by roll call vote in favor by the Manasquan Board of Education to approve the minutes of the Combined Work Session and Regular Open Business Meeting and Closed Executive Session of Tuesday, December 18, 2012 and the Annual Organization Meeting of Tuesday, January 8, 2013. Closed Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed session no longer exists.) 01/29-01

Minutes

Roll Call Vote as follows:

Mrs. Barnes – yes	Mr. Furey – abstain
Mr. Bauer – yes	Mrs. LaSala – yes
Mr. Campbell – yes	Mr. Shelton – yes
Mr. Clayton – yes	Mrs. Verdi – yes
Mrs. Degnan-Spang – no (Dec. 18)	Mrs. Walsh – yes
	yes (Jan. 8)
Mrs. DiPalma – yes	

Mrs. LaSala turned the meeting over to Mr. Mahon for the Mid-Year HIB Report and the Security Report.

Mr. Mahon reported that in accordance with the anti-bullying legislation school districts are required to submit the number of HIB incidents that were reported in the schools. He said that the district is required to submit a statistical report to the Department of Education twice a year outlining the investigations and the training and programs that occurred in each school. He reported that Donald Bramley is the HIB Coordinator for the district and Susan Tellone and Erin Saponara are the Anti-bullying Specialists in schools. He provided the details of the semi-annual report for July 1, 2012 through December 31, 2012 that lists two HIB investigations in the high school with one confirmed incident and three HIB investigations in the elementary school with two confirmed incidents for a district total of five reported incidents and three confirmed as HIB incidents.

Mid-Year HIB Report

Mr. Mahon also commented that the administration has been reviewing the district's security procedures for both schools. He reported that Mrs. LaSala and Mr. Shelton recently attended a security forum that provided them with a better understanding of some of the key areas of concern and strategies to address the district's concerns. He reported that the Manasquan Police Department also reviewed building security issues and they brought in experts from other departments to assist in this evaluation and these recommendations will be reviewed and implemented if possible. He said that continued meetings with the police department will take place to share information and elicit recommendations from them on how to improve security. He reported that there are security issues with entrance and classroom doors and an architect has been brought in to review these issues and report on how to upgrade these areas. He reported on the evacuations and lockdown procedures drills that are conducted each month.

Security Report

Mrs. LaSala pointed out for the record that Mrs. Verdi accompanied her to the security forum and that she and Mr. Shelton have been speaking with individuals on this matter.

Mrs. LaSala asked Mrs. Hom to present the Mid-Year Budget Report and a report on Bonds Refinancing.

Mrs. Hom provided a handout of the budget review and went over the revenue analysis that shows the budgeted revenues at last year's budget time and compared it to the actual realized revenues this year which shows a shortfall of \$4,109,467.88. She provided details on the revenue portion of the report. She continued her report by going over the summary of the accounts throughout the year. She reported on the funds still available in the budget but pointed out that there are still pending charges. She pointed out that this report runs through the month of December 2012. She said that costs for heating and electric will be re-evaluated after the winter months and continue to look at the projections for the rest of the year. A copy of the revenue analysis will be made part of the formal minutes.

***Mid-Year
Budget Report***

Mrs. Hom addressed a question asked by Mrs. Walsh on whether there were any corresponding expenditures that are lower because of special education and use of the resource room.

Prior to Mrs. Hom's report on the bonding ordinance, Mrs. LaSala pointed out that the bonding ordinance motion 01/29-19 would be moved from the Manasquan/Sending District Motions to the Manasquan Motions.

***Bond
Refinancing***

Mrs. Hom referred to the bonding ordinance motion on tonight's agenda and explained that the purpose was for the refinancing of the bonds on the elementary school. She pointed out that the Manasquan Board of Education would be having the first reading on the bonding ordinance this evening. She said that a public hearing on the refinancing would take place at the February 26, 2013 meeting. She said that the district was taking advantage of the market for the lower rates. She said that the ordinance authorizes not to exceed \$6,400,000 which will cover the interest and the future principal and the projected savings would be \$217,517.45 over the life of the bonds.

The Superintendent's Report provided the following information: As of December 31, 2012 the high school enrollment was 910 full time students and 46 shared time students, for a total high school enrollment of 956 and that the elementary school enrollment was 655, with a total district enrollment as of December 31, 2012 of 1,611, as specified in **Document A**. The report also included the suspension report for the month of December, in addition to the fire drill and bus emergency evacuation drill reports for the high school and elementary school which the district is required by law to report at an open meeting, as specified in **Document B** and the HIB Report, as specified in **Document C**.

***Enrollment
Report
Document A
Suspension, Fire
& Bus Evac.
Drills
Document B
HIB Report
Document C***

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Mrs. LaSala asked for a motion to accept the Superintendent's Report – Item 01/29-02.

On a motion by Mrs. Walsh, seconded by Mr. Campbell, it was RESOLVED by roll call of all those present in favor by the Manasquan Board of Education to approve the acceptance of the Superintendent's Reports, as specified in **Document A** (Enrollment Report); **Document B** (Suspension, Bus & Fire Drills Reports and **Document C** (HIB Report). 01/29-02 (MEB/SDR)

*Superintendent's
Report Approval*

Mrs. LaSala reported that since the last public meeting three committees met. She asked the Chairpersons to present their committee reports.

Mrs. Barnes presented the Policy Committee Report, Mr. Shelton presented the Finance Committee Report and Mrs. Walsh presented the Superintendent Search Committee Report. A copy of the reports will be made a part of the formal minutes.

*Board Reports
Policy Committee
Finance Committee
Superintendent's
Search Committee*

Mrs. LaSala clarified that the Board will take as long as it takes to find the right person for the superintendent position.

Mrs. LaSala reported that the committee reports and agendas will become a part of the permanent record and available to the public.

Mrs. LaSala read the following statement prior to opening the Public Comment on Agenda Items.

*Public Comment
on Agenda Items*

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not keeping with the conduct of a proper and efficient meeting. During the public participation portions of this meeting, the Board will not respond to questions from the public involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific or prospective or current employee. This public forum is limited to comment on items included in this agenda only.

Mrs. LaSala closed the Public Comment on the Agenda portion of the meeting seeing no questions or comments from the public.

Mrs. LaSala asked if the Board would be in agreement to group together Manasquan Motions 01/29-03 through 01/29-11 in addition to 01/29-19 and 01/29-20. Mrs. LaSala asked if there was discussion on any of the items.

Mr. Campbell asked for an explanation of motion 01/29-08. Mr. Mahon explained that the Manasquan School District is the local education agency for Title I funds. St. Denis participates in this and we administer the distribution of these funds.

On a motion by Mr. Shelton, seconded by Mr. Campbell, it was RESOLVED by roll call vote of all those present in favor by the Manasquan Board of Education to approve the following Manasquan Motions 01/29-03 through 01/29-11, 01/29-19 and 01/29-20 (MEB).

*Manasquan Motions
01/29-03 –
01/29-11
01/29-19 & 01/29-20*

- Approval of the Elementary School Personnel, as specified in **Document D**. 01/29-03
- Approval of the elementary school Professional Days and Field Trips, as specified in **Document E**. 01/29-04

*E.S. Personnel
Document D*

*E.S. Prof. Days/
Field Trips
Document E*

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- Approval for Dr. Worth, Psychiatrist, to conduct a psychiatric evaluation at a rate of \$500.00 for elementary student #22542, as part of a Child Study Team Evaluation. 01/29-05
- Approval for Dr. Joan Marie Sackles, BCBA, to conduct Functional Behavioral/Social Skills Assessment at a rate of \$600.00, for elementary school student #24937, as part of a Child Study Team Evaluation. 01/29-06
- Approval for Dr. Joan Marie Sackles, BCBA, to conduct Functional Behavioral/Social Skills Assessment at a rate of \$600.00, for elementary school student #281437, as part of a Child Study Team Evaluation. 01/29-07
- Approval of the purchase for private school (St. Denis) of 4 Dell Optiplex Standard Computers, at a total cost of \$2,819.60, to be paid out of non-public technology funds. 01/29-08
- Approval of an increase of 2.0 hours daily paraprofessional support, for transitioning opportunity into afternoon kindergarten, for Manasquan student #24937, at a rate of \$19.15 per hour. 01/29-09
- Approval of the final approval of NCLB 2012-2013SY funds, which include the carryover funds from last year:

Title I	Manasquan	\$80,034.00
Title II	Manasquan	\$23,041.00
	St. Denis	\$ 507.00
Title III	Manasquan	\$ 9,400.00
	Wall	\$ 9,933.00
- Approval of the acceptance of the following Financial Reports and Elementary School Central Funds Report as noted in
 - A) Secretary's Financial & Investment Report – **Document F**
 - B) Elementary School Central Funds Report – **Document G**

*Dr. Worth
CST Evaluation*

*Dr. Sackles
CST Assessment*

*Dr. Sackles
CST Evaluation*

*Computer Purchase
St. Denis (Non-Publ
Technology)*

*Paraprofessional
Support – Increase
of hours*

*NCLB 2012-2013
Funds & Carryover*

The Business Administrator/Board Secretary certified that as of December 31, 2012, no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

*Secretary's
Certification*

It was RESOLVED that the amount of district taxes, including debt services requirements, needed to meet the obligations of this Board for the next eight weeks is \$2,109,325.16 and that the Manasquan Borough Council is hereby requested to place in the hands of the Treasurer of School Moneys that amount within the next 30 days in accordance with the statutes relating thereto.

District Taxes

It was RESOLVED, that pursuant to N.J.A.C. 6:20-2A.10(d), the Board of Education of the Borough of Manasquan, accepts the Business Administrator/Board Secretary's certification as of December 31, 2012, that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Borough of Manasquan Board of Education.

*Acceptance of
Secretary's
Certification*

The Board of Education further recommended the acceptance of the Secretary's Financial & Investment and the Treasurer's Reports for the month ending December 31, 2012, as specified in **Document F**. (The Treasurer of School Moneys Reports for the month of December 2012 is on file in the Business Office and is in balance with the Secretary's Report.)

*Secretary's
Financial &
Investment Report
Document F*

That pursuant to N.J.A.C. 6:20-2A.10(e), the Board of Education of the Borough of Manasquan, County of Monmouth, after having reviewed the Report of the Secretary and upon consultation with the appropriate officials, certifies that as of December 31,

*Budget
Certification
Document F*

2012 it is to the best of its knowledge that no major account or fund has been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and that the Board of Education further approved the transfers made within line item accounts of the current expense portion of the 2012-2013 budgets for December and January, as recommended by the Superintendent of Schools, as specified in **Document F**.

*Budget
Certification
Document F
(continued)*

The Manasquan Board of Education further recommended the acceptance of the Elementary School Central Fund Report for the month ending December 31, 2012, as specified in **Document G**. 01/29-11

*E.S. Central Fund
Report
Document G*

- Approval of the resolution to introduce the Refunding Bond Ordinance authorizing not to exceed \$6,400,000.00 Refunding School Bonds, as specified in **Document 4**. 01/29-19
- Approval of the Fee Agreement, Form of Resolution and Notice of Contract awarded to McManimon, Scotland & Baumann, LLC, Newark, N.J., to provide specialized legal services necessary for the capital program and for the authorization, the issuance and the sale of bonds, notes and other obligations of the Manasquan Board of Education. (copies on file in the Board Office) 01/29-20

*Refunding Bond
Ordinance
Document 4*

*McManimon,
Scotland &
Baumann
Bond Council*

Mrs. LaSala asked if the Board would be in agreement to group together Manasquan/Sending District Motions 01/29-12 through 01/29-18. Mrs. LaSala asked if there was discussion on any of the items.

On a motion by Mrs. Barnes, seconded by Mrs. Walsh, it was RESOLVED by roll call vote in favor by the Manasquan Board of Education to approve the Manasquan/Sending District motions 01/29-12 through 01/29-18. (MEB/SDR) Roll Call Vote as follows:

*Manasquan/Sending
District Motions
01/29-12 through
01/29-18*

Mrs. Barnes – yes	Mr. Furey – yes
Mr. Bauer – yes	Mrs. LaSala – yes
Mr. Campbell – yes	Mr. Shelton – no 01/29-12
Mr. Clayton – no 01/29-12	yes 01/29-13 – 01/29-18
yes 01/29-13 - 01/29-18	Mrs. Verdi – abstain 01/29-12
Mrs. Degnan-Spang – yes	yes 01/29-13 – 01/29-18
Mrs. DiPalma – yes	Mrs. Walsh - yes

- Approval of the High School Personnel, as specified in **Document 1**. 01/29-12
- Approval of the high school professional days and field trips as specified on **Document 2**. 01/29-13
- Approval of the students for treatment and/or placement as prescribed by the Child Study Team as specified on **Document 3**. 01/29-14
- Approval for Dr. Worth, Psychiatrist, to conduct psychiatric evaluation at a rate of \$500.00 for high school student #161546, as part of a Child Study Team Evaluation. 01/29-15
- Approval of a new Manasquan High School Central Fund: Hurricane Sandy Disaster Relief Fund. 01/29-16
- Approval of the 2nd reading of revised Manasquan Board of Education Bylaws and Policies as listed and available in the Board of Education office:
Bylaw 0155 – Board Committees; Bylaw 0151 – Organization Meeting and Policy 8310 – Public Records 01/29-17

*H.S. Personnel
Document 1*

*H.S. Prof. Days/
Field Trips
Document 2
Special Education
Document 3*

*Dr. Worth
CST Evaluation*

*H.S. Central Fund
Account*

*2nd Reading
Bylaws & Policies*

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- Approval for REM Audiology to conduct a Central Auditory Processing Evaluation at a rate of \$450.00 for high school student #1961, as part of a Child Study Team Evaluation. 01/29-18

*REM Audiology
CST Evaluation*

Mrs. LaSala asked for a motion to approve Manasquan/Sending District Motions 01/29-21 through 01/29-25.

On a motion by Mr. Shelton, seconded by Mr. Furey, it was RESOLVED by roll call vote of all those present in favor by the Manasquan Board of Education to approve Manasquan/Sending District Motions 01/29-21 through 01/29-25.

*Manasquan/Sending
District Motions
01/29-21 through
01/29-25*

- Approval of the acceptance of the New Jersey School Boards Association Insurance Group Safety Grant Award in the amount of \$7,091.32. These funds will be used to support the purchase or additional security cameras for the district's schools. 01/29-21

*NJSBAIG Safety
Grant Award
Acceptance*

- Approval to request a waiver of compliance with respect to the Manasquan School District's participation in the Special Education Medicaid (SEMI) Program for the 2013-2014 school year. (Participation would not provide a cost benefit to the district based on the projection of the district's available SEMI reimbursement for the 2013-2014 budget.) 01/29-22

*SEMI Waiver of
Compliance*

- Approval of the School Improvement Panels (as required by the new teacher evaluation program) as follows:
Manasquan Elementary School: Colleen Graziano, Principal; Richard Kirk, Assistant Principal and Andrew Manser
Manasquan High School: Rick Coppola, Principal; Donald Bramley, Assistant Principal and Meredith Heeter 01/29-23

*School Improvement
Panels*

- Approval of the disposal of obsolete equipment, as specified in **Document 5**. 01/29-24
- Approval of the acceptance of the following High School Central Funds Report, Purchase Orders and Payment and Confirmation of Bills (Current Expense) as noted in A,B,C and D.
 - A) High School Central Funds report as per **Document 6**
 - B) Purchase Orders as per **Document 7**
 - C) Cafeteria Report as per **Document 8**
 - D) Bills and Confirmation of Bills (Current Expense)

*Obsolete Equip.
Document 5*

*H.S. Financial
Reports & Bills*

- Approval of the acceptance of the High School Central Fund Report for the month ending December 31, 2012, as specified in **Document 6**.

*H.S. Central Fund
Report – Doc. 6*

It was further RESOLVED to approve Purchase Orders for the month of January 2013, as specified in **Document 7**.

*Purchase Orders
Document 7*

It was further RESOLVED to approve the Cafeteria Report for the month ending December 31, 2012, as specified in **Document 8**.

*Cafeteria Report
Document 8*

It was further RESOLVED to approve Bills (Current Expense) in the amount of \$1,338,126.40 for the month of January 2013. Record of checks (#32143 through #32233), and distributions are on file in the Business Office.

*Bills
Current Expense*

The Manasquan Board of Education also confirmed Bills (Current Expense) for December 2012 at \$1,456,727.92 and checks (#32034 through #32142). (MEB/SDR) 01/29-25

*Confirmation of
Bills
Current Expense*

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Prior to addressing Old/New Business, Mr. Shelton asked to introduce a motion to rescind any non-Strauss Esmay current policies and regulations so going forward any new policies, regulations and processes can be approved through the Policy Committee.

Mr. Shelton explained, for the benefit of the public, the process involved in utilizing Strauss Esmay for a policy service and how old policies and regulations that may not have made the transfer need to be rewritten according to the bylaws.

On a motion by Mr. Shelton, seconded by Mr. Campbell, it was RESOLVED by roll call vote of all those present in favor by the Manasquan Board of Education to rescind any non-Strauss Esmay policies and regulations.

*Rescinding of
Non-Strauss
Esmay Policies &
Regulations*

Mrs. LaSala asked if there were any matters of Old or New Business.

Old/New Business

Mrs. LaSala reported that the Board is responsible for choosing participants to serve on the selection panel that will choose the recipient of the Governor's Teacher Recognition Program. She pointed out that this is not the same as the Teacher of the Year Program. She asked that Board Members contact her by Friday if they have a recommendation of a community member or elementary school or high school parent who would serve well on this panel and she would then submit the names to Mr. Mahon.

*Governor's
Teacher
Recognition
Program*

Mrs. LaSala reported that committee meetings are now posted on the shared calendar. She asked to be informed if anyone is having difficulty viewing the calendar. She also said that if anyone not on a committee has a suggestion or item they would like to bring up they can contact the chairperson to have it brought to the floor.

*Posting of
Committee
Meetings on
Website*

Mrs. Verdi reported on the Community Starfish Project on February 10th from 3:00 to 6:00 p.m. She said that additional information on the program is available on the Manasquan Elementary School website. Mrs. LaSala pointed out that space is limited so it is important to sign up early.

*Community Starfish
Project*

There were no additional matters of Old and New Business to be brought before the Board.

Mrs. LaSala opened Public Forum.

Public Forum

Donna Bossone, N. Main Street, Manasquan, spoke on new drug issues at the elementary school relating to the suspension of 8th graders for smoking marijuana in the locker room and a student bringing hash brownies to school. She asked why random drug testing is not being conducted in the 6th, 7th, and 8th grades.

Mrs. LaSala replied that this is a concern and the policy committee is actively looking into a random drug testing program. Mr. Shelton provided further comments on the Board's position and steps that have been taken by the policy committee to date to further address this matter.

Ms. Bossone said that there are parents out there that have concerns. Mrs. LaSala suggested that Ms. Bossone have those parents contact the Board through their e-mail addresses to express their concerns. She said that the Board is working diligently and she encourages parents to contact her.

Mr. Shelton said that a process needs to be put in place and the Board is looking into this and talking to the appropriate parties with experience with this matter.

Mrs. LaSala said that she would follow up on the legalities of conducting Random Drug Testing in the elementary school and get back to her.

Heather Garrett Muly, 28 Elizabeth Avenue, Manasquan, questioned if the committee meeting minutes were posted on the website.

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Mrs. LaSala said that the minutes would be posted after the committee gives their report at the public meeting. Ms. Muly asked if a Buildings and Grounds Committee meeting was held in November. Mrs. LaSala replied that she would look into this and get back to her with an answer.

***Public Forum
(continued)***

Mrs. LaSala closed the Public Forum seeing no further comments or questions from the public.

Mrs. LaSala asked the Student Representatives to give their reports.

***Student
Representatives
Report***

J.D. Kuper, Student Council President, reported that Teacher Appreciation thank you cards were sent out today to the homerooms for students to complete and send to their favorite teacher. He said that there was a huge response throughout the school. He reported on the Battle Against Hunger food drive that took place prior to the new year with the food collected being donated to the Foodbank. He also reported on a program called Pay Wars that raised money for victims of Hurricane Sandy. He said that the possibility of Juniors being exempt from two finals in the spring is being discussed with the principal. He explained the criteria involved with this process.

Grace Nielson and Morgan Harkness did not have anything further to report.

Mrs. LaSala read the Sunshine Law Resolution:

***Sunshine Law
Resolution***

WHEREAS, pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. allows for the exclusion of the public from that portion of a public meeting when certain matters which might endanger the public interest or risk the deprivation of individual rights are discussed; and

NOW THEREFORE BE IT RESOLVED that the Board of Education wishes to discuss the following matters in a non-public closed meeting with the resulting discussion being made public when a proper conclusion has been reached and there is no longer a need for confidentiality;

Under #3 – Any matter the disclosure of which would constitute an unwarranted invasion of individual privacy unless the affected individual or his or her parent or guardian shall request in writing that the matter be disclosed at a public meeting.

NOW, THEREFORE, BE IT RESOLVED, that that Manasquan Board of Education will hold a closed executive session immediately in the Manasquan Elementary School Media Center, 168 Broad Street, Manasquan, New Jersey. It is anticipated that the closed session will not last longer than ten (10) minutes. The Board of Education will not be returning to public session after the closed session.

Mrs. LaSala asked for a motion to enter into Closed Executive Session and adjourn the Regular Open Business Meeting.

On a motion by Mrs. Verdi, seconded by Mr. Campbell, it was RESOLVED by roll call vote of all those present in favor by the Manasquan Board of Education to enter into Closed Executive Session and adjourn the Regular Open Business Meeting. (MEB/SDR) 1/29-26

***Motion to Enter
Closed Session &
Adjourn Meeting***

Respectfully submitted,

Margaret M. Hom
Business Administrator/Board Secretary

REVENUE ANALYSIS DECEMBER, 2012

1/29/2013

	2012-2013 BUDGETED REVENUE	2012-2013 ACTUAL REVENUE	FAVORABLE/ (UNFAVORABLE)
Contributions from Endowmt	2,500,000.00	0.00	-2,500,000.00
Balance Appropriated	349,844.00	0.00	-349,844.00
Maintenance Reserve	850,000.00	0.00	-850,000.00
Tuition Reserve	150,000.00	0.00	-150,000.00
Taxes	12,655,951.00	12,655,951.00	0.00
Parent Pd	66,575.00	46,595.00	-19,980.00
Resource Room	391,000.00	328,184.83	-62,815.17
HS Regular Tuition	8,381,388.00	8,381,386.93	-1.07
LLD /PSH Adj	<u>286,173.00</u>	<u>232,786.30</u>	<u>-53,386.70</u>
Total Tuition	9,125,136.00	8,988,953.06	-136,182.94
Point Pleasant Agreement	16,320.00	17,000.00	680.00
SLH	30,600.00	30,600.00	0.00
Int./Misc. Rev.	40,000.00	39,247.06	-752.94
Int Cap Res	2.00	0.00	-2.00
Jersey Mikes	30,000.00	30,000.00	0.00
Lang Estate	15,820.00	15,820.00	0.00
State Aid	566,928.00	566,928.00	0.00
Extraordinary Aid	<u>123,366.00</u>	<u>0.00</u>	<u>-123,366.00</u>
	26,453,967.00	22,344,499.12	-4,109,467.88

5R - Matches Original

-850,000.00
-150,000.00
-349,844.00
25,104,123.00

**6R - Matches Estimated
Revenue on Secretary Report
and Revenue Report**

**1R -
Matches
Actual Rev.
on Secretary
Report**

2,500,000.00
850,000.00
-759,467.88
150,000.00
-609,467.88
349,844.00
-259,623.88
123,366.00
-136,257.88

Not Doing Field Project
Maint Reserve Journal Entry

Tuition Reserve Journal Entry
Balance Appropriated Journal Entry

Ext Aide
Anticipated Rev Shortfall

Budget Projection History

December, 2012

Account Number	Account Description	12-13 Final Budget	Budget Detail	Original Budgeted Amount	Actual PO's	Over/Under	Reason
RECAP OF BALANCE AS OF December, 2012							
						\$ 3,288,644.18	
						\$ 4,836.20	
						\$ 3,293,480.38	
11-000-100	Tuition			\$ 851,404.00	\$ 845,026.99	\$ 6,377.01	Still Early
11-000-211	Attendance and Social Work Services			\$ 32,045.00	\$ 31,724.88	\$ 320.12	
11-000-213	Health Services			\$ 243,200.00	\$ 273,822.94	(\$30,622.94)	Hired a District Doctor & Moved ES Nurse back from 11-000-217
11-000-216	Other Support Services-Students-Related Svcs			\$ 338,110.00	\$ 293,854.05	\$ 44,255.95	Salaries Charged to FL
11-000-217	Other Support Services-Students-Extraordinary Svcs			\$ 249,965.00	\$ 216,459.68	\$ 33,505.32	No One-On-One Nurse after Dec. & YCS Tuition Lower than Expected
11-000-218	Other Support Services-Student-Regular			\$ 800,546.00	\$ 742,616.79	\$ 57,929.21	Savings on SAC's - Some transferred to Guidance
11-000-219	Other Support Svcs-Student-Special Education			\$ 462,551.00	\$ 448,873.06	\$ 13,677.94	Flo Thru & No Summer Hrs Used
11-000-221	Improvement of Instruction Services			\$ 266,040.00	\$ 294,706.58	(\$28,666.58)	Supv not Teaching-chg here 100% see savings in 11-140
11-000-222	Educational Media/Library Services			\$ 361,787.00	\$ 352,938.32	\$ 8,848.68	
11-000-223	Instructional Staff Training Services			\$ 16,675.00	\$ 10,643.88	\$ 6,031.12	
11-000-230	Support Svcs-General Administration			\$ 559,125.00	\$ 558,252.49	\$ 872.51	Interim Supt.
11-000-240	Support Svcs-School Administration			\$ 1,231,078.00	\$ 1,194,357.57	\$ 36,720.43	Graduation Exp & Beg Year Supplies & Teacher Eval.
11-000-251	Central Services			\$ 381,556.00	\$ 374,487.97	\$ 7,068.03	
11-000-261	Required Maintenance for School Facilities			\$ 993,928.00	\$ 861,213.00	\$ 132,715.00	E.S. Wiring
11-000-262	Other Operating Maintenance of Plant Services			\$ 1,734,645.00	\$ 1,660,331.19	\$ 74,313.81	Still have 6 mos.
11-000-263	Grounds Operations			\$ 143,882.00	\$ 144,382.39	(\$500.39)	
11-000-266	Security			\$ 20,500.00	\$ 11,563.20	\$ 8,936.80	Still have winter sports & graduation
11-000-270	Student Transportation Services			\$ 400,221.00	\$ 413,932.64	(\$13,711.64)	New Routes - Storm & Additional Placements
11-000-291	Personnel Svcs-Unallocated Employee Benefits			\$ 4,590,581.00	\$ 4,497,015.11	\$ 93,565.89	PERS Adj lower
11-110	Kindergarten Salaries			\$ 333,670.00	\$ 342,689.00	(\$9,019.00)	Splits
11-120	Grades 1-5 Salaries			\$ 1,451,375.00	\$ 1,434,902.88	\$ 16,472.12	Splits
11-130	Grades 6-8 Salaries			\$ 1,041,840.00	\$ 992,522.12	\$ 49,317.88	New Assignment & NCLB
11-140	High School Salaries			\$ 4,049,090.00	\$ 3,891,318.90	\$ 157,771.10	Supv Charge 100% to 11-000-240, Retired empl repl with lower salary, not as many extra classes & new assignments

Budget Projection History

December, 2012

[illegible]

Manasquan BOE
Report of Board Committees

Committee: *Policy, Safety and Nutrition*

Chair: *Julia Barnes*

Date and time: *Thursday, January 17, 2013*

Board Members in Attendance *Michael Shelton, Julia Barnes, Linda DiPalma, Michelle LaSala*

Others in Attendance: *Jesse Place, Supervisor of Technology*

Administrator in Attendance: *Robert Mahon, Acting Superintendent*

Subjects of Discussion: *Current Strauss Esmay Policy Updates, Random Student Drug Testing, Internet and Social Media, solicitation of outside institutions, current presentation methods to elementary schools, volunteer coaches, OPRA log, grant writing*

Conclusions: *All policy updates and mandates were discussed with current recommendations from Strauss Esmay. **Policy #6163** should include **all** options for advertising to allow potential source of revenue in the future for the district.*

*Current Social Media Policy for acceptable use will keep current language; the current language as interpreted by the committee referring to "**school projects**" includes **all school related activity**.*

Committee reviewed latest draft of RSDT letter sent to parents for responsibility of costs for follow up testing. Outside collections have been implemented for students participating in MHS athletics that attend other schools.

Recommendations:

The Grant Writing Position should be moved to Personnel Committee for Job Description.

Technology issues related to wiring and student WiFi access to be referred to current Ad Hoc Tech Committee

Copy of PTO Bylaws needs to be obtained and agenda needs to be cleared by building administrator one day prior to PTO meetings

Presentations of High School Administration for Elementary schools have been adjusted to include grade 7 students. Committee would like to see examples of an updated Media Presentation and literature.

Volunteer Coaching Language stands to meet State mandates

Date/Time/Place of next meeting: *Thursday February 21, 2013 3:30 PM*

Possible topics of Discussion: Next Updates from Strauss Esmay and Social Media

Finance Committee – January 24, 2013 Meeting / Minutes

Attendees: Bauer, Clayton, Furey, Hom, LaSala, Mahon, Shelton

Agenda Items:

1. Review of financial reports:
 - a) discuss what reports desirable and what transmission dates
Comments: Committee reviewing reports for next meeting
2. Current financial status
 - a) enrollment projections, revenue shortfalls
Comments: Reviewed revenue & expenditure reports
3. Budget process & timeline
 - a) committee expectations for budget process
 - things to include / exclude
 - staffing considerations
 - budget impact on Borough & sending districts
 - b) district budget history
 - c) budget challenges / status from Administration
Comments: discussed preliminary budget status
4. Future meetings – set dates / times on calendar for Q1
Comments: Committee will meet prior to regular monthly meetings. Additional meetings scheduled as necessary. Will meet 1/29/13 again and review schedule and provide feedback.

Old / New Business:

1. Update on Levy process – estimation of expenses
 - a. District initiatives – curriculum, technology, facilities
2. Healthcare & numbers [REDACTED]
 - a. Decide on what data McOmber will transmit to Tom
[REDACTED]
3. FEMA / Insurance claims, requests & reimbursements

MANASQUAN BOARD OF EDUCATION

REPORT OF BOARD COMMITTEE

NAME OF COMMITTEE: Superintendent Search Ad-Hoc

NAME OF THE CHAIRPERSON: Patricia Walsh

DATE AND HOUR OF MEETING: January 22, 2013 at 6:00 p.m.

LENGTH OF MEETING: 1 1/2 hours at the Manasquan Board Office

BOARD MEMBERS ATTENDING: Michelle LaSala (ex-officio/Board President),
Patricia Walsh, Julia Barnes, Mike Shelton

ADMINISTRATORS ATTENDING: Robert Mahon-Superintendent

SUBJECTS DISCUSSED:

The committee interviewed three search firms that specialize in superintendent searches: NJSBA, Trenton, NJ

Leadership Advantage, Little Silver, NJ

HYA Executive Search Firm, Rosemont, ILL

All three firms have extensive experience in the field.

CONCLUSIONS REACHED:

It was the unanimous opinion of the committee to take whatever time is necessary to ensure a thorough and effective selection process. The committee is checking references for the firms and will meet again to make a recommendation to the Board.

NEXT MEETING DATE: To Be Determined (following reference checks)