

July 24, 2012

The Board of Education of the Borough of Manasquan, Monmouth County, met for the Open Agenda Work Session on Tuesday, July 24, 2012, at 6:00 p.m., in the Manasquan Elementary School Cafeteria.

The President, 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.

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

Present for Roll Call: Thomas B. Bauer, Michelle LaSala, Michael Shelton, Katherine Verdi, Patricia T. Walsh and John L. Winterstella, Manasquan Board of Education Elected Members (MEB), Julia Barnes, Michelle Degnan-Spang, Sending District Representative. Absent: Jack Campbell, Linda DiPalma, Chris Muly (MEB), and Mark Furey (SDR).

Also Present: Geraldine Margin, Superintendent of Schools, Margaret M. Hom, Business Administrator/Board Secretary, Mr. Richard McOmber, Board Attorney, representatives of *The Coast Star* and members of the public.

Mrs. LaSala reported that both Mrs. DiPalma and Mr. Campbell had schedule conflicts this evening and Mr. Furey is expected to be present momentarily but will need to leave at 8:00 p.m. She also announced the resignation of Mrs. Muly.

Mrs. LaSala read the following Mission Statement: Manasquan School District's mission is to empower students to reach their potential and become life-long learners. We strive to ensure that students play an active role in their education, are guided by rigorous academic standards aligned to the New Jersey Core Curriculum Content Standards, and function within a community that regards students, educators, and parents as full participants in the educational process. We dedicate ourselves to the realization of a supportive learning environment that nurtures growth, personal integrity and mutual respect.

Mrs. LaSala read the following Statement to the Public: Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate Board committee. The members of the Board committee work with the administration and the Superintendent of Schools to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then is it placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

Mrs. LaSala reported that the purpose of the meeting at the 6:00 p.m. hour was to set district goals.

Mrs. LaSala turned the meeting over to the Mrs. Margin.

Mrs. Margin reported on the district goals. She highlighted some of the material that she made available to the Board and public. Discussions took place on the collaboration of professional development with the sending districts, the inclusion plan at the elementary school and the in-school suspension. Mrs. Margin asked Mrs. Hom to provide an update of facilities goals that need to be reviewed and addressed by the

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district. Mrs. Margin said that more research is needed in order to utilize the most current technology and incorporate it in the most effective way to provide a quality education. Mrs. Margin reported on the goals involved relating to technology in the district. She recommended that the district possibly re-visit the wiring project. They also discussed the use of iPads in the classroom.

Mrs. LaSala suggested that an ad hoc committee be established to work on the goals and report back to the Board on July 31<sup>st</sup>. She would be contacting Board Members to serve on this committee.

Let the minutes reflect that Mr. Furey arrived at 7:00 p.m.

Mrs. Margin reported the following would be approved at the July 31<sup>st</sup> Regular Open Business meeting:

It was recommended that the Manasquan Board of Education approve the acceptance of the minutes of the Open Agenda Work Session and Closed Executive Session of Tuesday, June 19, 2012 and the Regular Open Business Meeting of Tuesday, June 26, 2012. 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.

Mrs. LaSala commented that any questions on the minutes should be filtered through her and she would pass any points along to Sandi and any adjustments if found to be accurate will be made after she refers back to the recording.

Mrs. LaSala presented her report on the Policy Committee Meeting that was held on July 12, 2012. A copy of the report will be included in the formal minutes. She reported that the chair position will need to be filled and she will ask Mrs. DiPalma to fill this vacancy with the approval of the committee.

Mrs. Hom reported on the status of the high school roof project. Mrs. LaSala apologized to the neighbors of the high school for any inconvenience caused to them by the roofers and commended Mrs. Margin and Mrs. Hom for fielding the calls relating to this matter.

Mr. Bauer reported that he did check on the progress of the project and said that he was pleased with the quality of work being performed by the roofers especially under the extreme heat.

#### Superintendent's Report:

Mrs. Margin spoke on the proposed use of the Atlantic Club's soccer fields by the high school varsity teams. Mr. McOmber reported on his review of the contract and proposed changes to the contract that he presented to the Atlantic Club.

Mrs. Margin asked Mr. Kornegay to present his recommendations relating to the medical care that will be provided at the Atlantic Club and the qualifications of their staff. Mr. McOmber spoke on the district's liability with reference to the players and the legal obligation of the district to have a trainer present at all games and practices.

Mrs. Barnes expressed her concerns with the use of the Atlantic Club fields by the soccer teams and the level of care that would be afforded to the team with the trainer now being responsible to cover three different locations.

Mrs. LaSala suggested that the agreement with The Atlantic Club be put on the agenda and the decision be made by the Board. Mr. McOmber said that by next week the contractual issues should be finalized.

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A discussion took place on whether the motion would include the recommendation that a substitute trainer be present at The Atlantic Club. It was suggested that a cost factor be provided if the motion would also include a substitute trainer.

Mrs. Margin reported on an e-mail she received from Mr. Deloria regarding the purchase of a scheduler for the TV station. She provided details on the scheduler and reported that the Manasquan Council requested that the district pay half of the cost of approximately \$12,000. She said that the current budget does not include funds for this purchase. The benefit to the district would be that Mr. Weisert could remotely play programs and not be required to be in the school building.

Mrs. Margin spoke on a comment that was made by a member of the community at the last Board meeting regarding drugs or drug paraphernalia being found on a student or in a student's locker in the elementary school. She reported that after checking with both Mrs. Graziano and Mr. Kirk they confirmed there has never been such a case.

Mrs. Margin reported that the district has received a request to accept a 16 year old exchange student from Germany who will be residing with a Manasquan family. She said that policy allows the district to accept one exchange student a year.

Mrs. LaSala opened the 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 of Education encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not in keeping with the conduct of a proper and efficient meeting. During the public participation portion of this meeting the Board will not respond to questions from the public involving the employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific, prospective or current employee. This public forum is limited to comments on items included in this agenda only.

Karl Straub, 27 Willow Way, Manasquan, commented on the roofing work that took place in the district on a weekend in December and asked why this couldn't have been put off until the summer to avoid paying weekend premium. Mrs. Hom replied that the cost was not a weekend premium and the Board committee felt that it was an opportune time to complete minor roof work. He said that because of the time of year the noise on the weekend in December was not a problem; however, the situation this summer was not acceptable. He asked how the quality of work and safety of the workers was being monitored when it was performed at such a late hour. He also asked a question on the land assessment on the Sea Girt Avenue property.

Louis Coccozza, 45 N. Potter Avenue, commented on the scheduler. He, as a member of the Cable Advisory Board, explained the reason for the price increase from the scheduler that was initially proposed by Mr. Weisert. He also explained the benefits that would be provided to the district with the utilization of this equipment. He confirmed that this equipment would be located in the school building.

Ken Clayton, Main Street, Manasquan, questioned motion 7/31-30 that requests approval of an additional \$20,000 for legal services. Mrs. LaSala said the additional funds were being made available in the event a need arises for unanticipated legal services. She pointed out that there are some matters that may require the Board having additional funds available to cover legal expenses.

Rich Bartholomew, 121 Lake Avenue, Manasquan, questioned a comment made by Mrs. Margin on Manasquan not having significant discipline problems. He asked if any data was available on how our discipline numbers compared with Shore Conference schools. Mrs. Margin said that she did not have this information available however she would look into acquiring it if requested by the Board. Mr. Bartholomew referred to Exhibit B that stated the academic standards was going to be 95% by 2015 and asked if this applied to all grades in both language and math. Mrs. Margin addressed his question. He congratulated the elementary school staff for great math scores. He also commented that scores were low in language arts in the high school. He commented on the additional \$20,000 for legal costs and reasons for cutting paraprofessionals. Lastly he commented on an item noted in the closed session statement referring to ice hockey and asked that more clarity be given to the reason.

A McLean Avenue resident also questioned why the reason for the \$20,000 for additional legal services is not being made available to the public. Mr. McOmber addressed his question and pointed out that one matter involved a lawsuit filed against the district by a facility that was contracted with for hockey games and other matters that cannot be discussed in public. Mrs. LaSala commented that this was her recommendation and not that of the Board Attorney and will be put before the Board for a vote.

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

Mrs. Margin continued with the Work Session and reported that on July 31<sup>st</sup> the following Manasquan Motions would be presented for approval by the Board.

It was recommended that the Manasquan Board of Education approve the Manasquan Elementary School personnel. 07/31-03

Mrs. Margin reported that Mrs. Graziano has been working on her schedule for the coming year and will need an additional lunch aid for 2.5 hours a day. She said that as a result of the reduction of the paraprofessional staff there will not be enough coverage for the lunches. She said that this position will be added to the agenda and offered by seniority to the paraprofessionals that were released from the district.

Mrs. Margin addressed Mrs. Verdi's question on Item 1 – the appointment of Kristine Gianna. She clarified that she had been a part time employee and this appointment was for a full time long term replacement position. Mrs. Margin also addressed her question on Item 2 and clarified that this was for Kindergarten Orientation. Mrs. Margin addressed her question on Item 5 and reported that this program was for the 7<sup>th</sup> grade. Mrs. Verdi referred to Item 6 and asked for clarity on the School Counseling Internship being a replacement for Mrs. Sollecito's position. Mrs. Margin said that this was strictly student teaching. She said that interviews were conducted and a potential candidate is in place waiting for fingerprinting clearance.

Mrs. LaSala referred to Item 4 and congratulated Christin Walsh on receiving her Doctorate degree.

Mrs. LaSala asked that the minutes reflect that Mr. Furey has left the meeting at this time (8:00 p.m.)

It was recommended that the Manasquan Board of Education approve the elementary school Personnel. 07/31-03

It was recommended that the Manasquan Board of Education approve the elementary school Professional Days and Field Trips. 07/31-04

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It was recommended that the Manasquan Board of Education approve transportation contracts and agreements for the 2012-2013 Extended School Year. 07/31-05

It was recommended that the Manasquan Board of Education approve Advance Inc., services to include a five week ESY Program for 2012, up to 5 hours BCBA at \$150.00 per hour, not to exceed \$750.00; 30 hours DTT instruction by therapist in home, at \$40.00 per hour, not to exceed \$1,200.00; and 1:1 therapist support for 4.5 hours per day (Monday – Thursday) for 20 days, at a rate of \$40.00 per hour, not to exceed \$3,600.00; and 1:1 therapist support for 3 hours per day (Friday) for 5 days, at a rate of \$40.00 per hour, not to exceed \$600.00 (for a program total not to exceed \$6,150.00) for elementary student #091701. 07/31-06

It was recommended that the Manasquan Board of Education approve Advance, Inc., services to include September 2012 through June 2013, 6 hours per week in home ABA at \$40.00 per hour, not to exceed \$9,600.00; 4 hours per month BCBA supervision at \$150.00 per hour, not to exceed \$6,000.00; 1:1 therapist support for 7.0 hours during school days at \$40.00 per hour (180 school days), not to exceed \$50,400.00 (for a program total not to exceed \$66,000.00) for elementary student #091701. 07/31-07

It was recommended that the Manasquan Board of Education approve for YCS Foundation, Hackensack, NJ, to provide home educational and behavioral supports for student #17272, ESY 2012 program (7/9-8/24/12), not to exceed \$14,668.33. 07/31-08

It was recommended that the Manasquan Board of Education approve for YCS Foundation, Hackensack, NJ, to provide home educational and behavioral supports for student #17272, for the 2012-2013 school year, not to exceed an annual rate of \$146,683.30. 07/31-09

It was recommended that the Manasquan Board of Education approve the placement of a Manasquan student #12152 at the Monmouth County Vocational School (Class Academy) for the 2012-13 school year, at a yearly cost of \$5,500.00. 07/31-10

It was recommended that the Manasquan Board of Education approve the placement of a Manasquan student #1425 at the Choices Regional Alternative School Program for the 2012-2013 school year, at a yearly cost of \$20,079.00. 07/31-11

It was recommended that the Manasquan Board of Education approve the Financial Reports, Central Funds Report and Payments and Confirmation of Bills (Capital Expense) for the Manasquan Elementary School. 07/31-12

Mrs. Margin asked for Board approval to group together Motions 07/31-03 through 07/31-12.

Mrs. Margin continued with the Work Agenda portion of the meeting and reported that the following motions Manasquan/Sending District Motions would be presented for approval by the Board:

It was recommended that the Manasquan Board of Education approve the Manasquan High School Personnel. 07/31-13

Mrs. Margin provided the reason that the personnel document includes a request to add an additional class to the part-time French teacher position.

Mrs. Verdi questioned #9 on the personnel document and asked if there is a need for additional substitute teachers. Mrs. Margin said that applications are being accepted and interviews are conducted prior to appointment. She pointed out that these individuals have now presented their signed contracts and that is the reason they are on the agenda.

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In answer to Mrs. Verdi on Item 10, Mrs. Margin clarified the conditions of the resignation of Ms. Van Note.

It was recommended that the Manasquan Board of Education approve the high school professional days and field trips. 07/31-14

It was recommended that the Manasquan Board of Education approve the students for treatment and /or placement as prescribed by the Child Study Team. 07/31-15

It was pointed out that Motion 07/31-15 does not currently have any students noted and is kept in the agenda should a student be recommended for approval on 7/31.

Mrs. Margin reported that the following Motion 07/31-16 would be removed as the goals would not be ready for approval on July 31<sup>st</sup>.

It was recommended that the Manasquan Board of Education approve the adoption of the Manasquan School District's Board of Education Goals for 2012-2013. 07/31-16

It was recommended that the Manasquan Board of Education approve the Academic Year Annual Report for the Comprehensive Equity Plan for the 2011-2012 school year. 07/31-17

It was recommended that the Manasquan Board of Education approve the 2<sup>nd</sup> reading of revised Manasquan Board of Education Bylaws and Policies as listed below and available at the Board of Education office:

7510 – Use of School Facilities/Fields 07/31-18

It was recommended that the Manasquan Board of Education approve to accept the donation of 45 MPC desktop computers from the U.S. Coast Guard under the Computers for Learning Program. 07/31-19

Mrs. Margin provided details of the above donation from the Coast Guard.

It was recommended that the Manasquan Board of Education approve the agreement with All American Gymnastics for use of their facility for the Manasquan High School Gymnastics Practices for the 2012-2013 school year in the amount of \$60.00 per hour for approximately 30 hours, not to exceed \$1,800.00. 07/31-20

It was recommended that the Manasquan Board of Education approve Dr. Stephen Rice as School Physician for the 2012-2013 school year, at a yearly cost of \$7,500.00. 07/31-21

It was recommended that the Manasquan Board of Education approve to permit the Manasquan Football team to begin practice sessions on Monday, August 13<sup>th</sup>, instead of Wednesday, August 15<sup>th</sup>, due to early scrimmage dates. (Board approval required as per NJSIAA requirements). 07/31-22

It was recommended that the Manasquan Board of Education approve the mileage reimbursement at the State of New Jersey Standard rate of \$.31/mile for all employees. 07/31-23

It was recommended that the Manasquan Board of Education approve Joanne K. Monroe, Ed.D. to conduct professional development, Common Core Standards for Language Arts Literacy, 9:00 a.m. to 4:00 p.m., on October 8, 2012, at a cost of \$1,200.00. 07/31-24

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It was recommended that the Manasquan Board of Education approve Learning Sciences International to conduct professional development for iObservation-Danielson (teacher evaluations), two half-day sessions July 17, 2012 and a date to be determined, at a total cost of \$5,000.00. To be paid for by Manasquan, Avon, Sea Girt, Spring Lake and the Brielle school districts. 07/31-25

Mrs. Barnes asked for clarification of the above cost as they relate to the sending districts and suggested that this should be placed on both the elementary school and high school motions and the cost broken down accordingly. Mrs. Margin explained the payment process that was agreed upon by the sending districts administrators.

It was recommended that the Manasquan Board of Education approve the Danielson Group to conduct professional development for Overview of Introduction to the Framework of Teaching (a.m. and p.m. sessions) at a cost of \$8,000.00 on October 8, 2012. To be partially paid for by funds from the Race To The Top Grant. 07/31-26

Mrs. Margin addressed Mrs. LaSala's question on when the Race To The Top Grant amount would be available and replied that the amount was approximately \$6,500.00.

It was recommended that the Manasquan Board of Education approve the acceptance of bids and award of contract to Urner Barry, 182 Queens Blvd., Bayville, NJ, for 2012-2013 Printing Services, in the total bid amount of \$23,696.00. (Bid also received from Centurion Printing, 761 Lexington Avenue, Kenilworth, NJ, in the amount of \$23,801.05). Bid of Thursday, June 28, 2012. 07/31-27

Mrs. Hom addressed Mr. Shelton's questions on the printing bid and why this is not a Manasquan only motion.

It was recommended that the Manasquan Board of Education approve the acceptance of bids and award of contracts for 2012-2013 Athletic & Co-Curricular Transportation. 07/31-28

Mrs. Hom addressed Mrs. Barnes question on how funding of the transportation contract is addressed separately by the elementary school and the high school.

It was recommended that the Manasquan Board of Education approve the 2012-2013 Resolution Indemnity and Trust Renewal Agreement with the New Jersey School Boards Insurance Group for services and savings relating to insurance and self-insurance, as per agreement on file in the Business Office. 07/31-29

It was recommended that the Manasquan Board of Education approve up to an additional \$20,000.00 for legal services with McOmber & McOmber. 07/31-30

It was recommended that the Manasquan Board of Education approve to purchase instructional software titles, subscriptions and renewals. 07/31-31

It was recommended that the Manasquan Board of Education approve the Central Funds Report, Purchase Orders and Payment and Confirmation of Bills (Current Expense) for the Manasquan High School. 07/31-32

Mrs. Margin asked for Board approval to group together Motions 07/31-13 through 07/31-32, with the removal of Motion 07/31-16.

Under Old/New Business:

Mrs. LaSala asked Mrs. Margin to report on the decisions of the administration pertaining to the use of the Breathalyzers. Mrs. Margin said that the high school

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administration was happy to utilize the breathalyzer. She said that Mr. Coppola would like clarity on when the Board would like them to be used in the district. She explained the current process used when a student is suspected to be under the influence.

Mrs. LaSala suggested that the Board hear comments and receive recommendations from the administrators on how they feel this should be utilized in the school.

Mrs. LaSala reported on the Athletic Field Project and had told the public it would come to a vote in July. She reported that further clarity was needed on some conflicting information and at this time she did not feel that an informed decision could be made on this matter until they resolve these issues. She also spoke on the Sea Girt Avenue property appraisal that still requires discussion by the Board.

Mrs. LaSala reported on a recommendation that was made at the Finance Committee to discontinue the practice of having Board Members sign the individual purchase orders and instead have a spreadsheet available for the Board that lists details of the purchase orders. Mrs. Hom said that for clarity this change would be included on an agenda as a motion since it was a past practice.

Mrs. LaSala reported on a request from the Republican Club to include the football schedule on a brochure that they would be distributing for the two candidates running. Mrs. Barnes felt it was not proper for students' events being promoted on a political campaign brochure. Mr. Shelton commented that the schedule is in the newspaper and posted elsewhere. Mr. McOmber commented that he suspected that there was nothing that covered this matter legally and certainly the Board would have to provide this permission to all groups and remain neutral in allowing the information to be used by any organization.

Mrs. LaSala asked Mr. Cocozza to provide additional information on this matter.

Mr. Cocozza, 45 N. Potter Avenue, Manasquan, Vice President of the Manasquan Republican Club, provided details on the brochure that they plan on publishing. He said that they typically provide some type of community service or information on the back of the brochure and a suggestion was made this year to include the football schedule. He said that knowing it was a political piece it was decided that they would run it before the Board to make sure that there were no problems. He said that there would be background on the candidates and a small mission statement and said the only intent in including the schedule would be to serve as a community service.

Mr. McOmber said that he would look into this and recommend it be added to the agenda for approval if found to be a viable matter.

Mrs. Margin thanked Mr. Cocozza for bringing this matter to the Board.

Mrs. LaSala asked that the minutes reflect that Mr. Bauer has left the meeting at this time (8:35 p.m.)

Mrs. LaSala shared details of a meeting she, along with several of the district administrators, attended today with the Shore Community Alliance at which time they spoke about the SGS and the 365 day policy. She commended the administrators on their compassion and intelligence portrayed at this meeting.

Mrs. Verdi reported that she thought her district e-mail was not working properly.



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Mr. Shelton asked if an emergency reserve account was still in place. Mrs. Hom said that there are funds in emergency reserve; however, the district must receive permission to access these funds.

Mrs. LaSala opened the final Public Forum.

Heather Muly commented on the vast difference in the quality of care that is received from a trainer than what would be provided by general staff members at The Atlantic Club. She questioned expecting Mr. Hyland to be at three locations at one time utilizing the little vehicle. Mrs. LaSala said that he would be given a district vehicle to utilize for his travels. Mrs. Muly again pointed out that the training given to The Atlantic Club staff is very basic training.

Mrs. Muly asked if Mr. McOmber's legal service fee cover the district should they be sued as a result of a failed breathalyzer test if the parent's fight the positive result or would this be an above and beyond cost. Mr. McOmber replied that depending on how the charge is filed it probably would not be within his retainer.

Mrs. LaSala said that further discussion and recommendations on the use of the breathalyzer will be looked into before implementing the plan and putting together a policy.

Mr. McOmber said that he would canvas other districts on this matter.

Mrs. Heather Muly referred to an article in The Coast Star and asked for clarity on Item #2 in the stipulations given to Mrs. Chris Muly by Mr. Shelton.

Mr. Shelton said that he would be happy to meet and discuss this after the meeting. Mr. McOmber said that within the jurisdiction of the Board she could feel free to speak freely.

Dawn Taylor, Lake Como, thanked the Board for hiring Mr. Hyland. She said that he is an asset to the district. She also commented that the Board should be non-partisan.

Karl Straub, 27 Willow Way, asked for an update on the field project. Mrs. LaSala said that there are funding issues that need to be looked into and resolved prior to providing any updates on this project.

Mrs. Walsh said that there have only been a handful of responses from the public to the plans that are on the website and she would appreciate more feedback from the community.

Mrs. LaSala said that the Board is committed to conducting a strategic plan that is driven by community input.

Mrs. Margin said that sending district parents would also be included in this process.

Mr. Straub asked if there was a completed appraisal and market value received from the appraiser. Mrs. Hom provided details on the market value of the property and the particulars pertaining to the lots. Mrs. Hom explained that any sale of school land had to go to public auction and money comes back to the school district.

Mr. McOmber said that the appraisal was a public document and could be made available if requested by a member of the public.

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A discussion took place on the placement of the lots with respect to Willow Way and the field hockey field.

Carol Wilkins-Kirkland – Willow Way, asked if the proposed fields would be shared publicly at the next meeting or will it be in September. Mrs. LaSala said that all of this information will be shared publicly and this will take place when more information is in place. Ms. Wilkins-Kirkland pointed out that the taxpayers of Manasquan have many financial burdens to address in the town and a public referendum would not be positive.

Marilyn Jacobson, introduced herself as the Borough Council liaison. She pointed out that she was not speaking as a member of council but as a taxpayer. She has concern with the funding of the field project. Mrs. Hom addressed her question on who would be responsible for the cost of the project and said that because we own the facility the Manasquan School District is obligated for anything funded through bonds and we would have to pay the principal and the interest would be shared with the sending districts. Ms. Jacobson said that she is in favor of improving the fields and she hopes that the cost would not be bore strictly through tax money. She also commented on the trainer and alluded to the tremendous injuries that are being sustained by soccer players. She said that only providing CPR and first aid training to the athletes is not a wise decision. She further commented that the Manasquan Field Hockey field is one of the worse fields to try to officiate a game on.

Mrs. LaSala read the following Sunshine Law Resolution:

WHEREAS, pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. allows 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. (Student Discipline); and

Under #7 – Any pending or anticipated litigation or contract negotiations other than collective bargaining contract negotiations in which the Board of Education is or may become a party or any matter falling within the attorney-client privilege to the extend confidentiality is required in order for the attorney to exercise his or her ethical duties as an attorney. (Ice Hockey Litigation filed against the Board);

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 thirty (30) minutes. The Board of Education will be returning to public session after the closed session with no action taken by the Board.

On a motion by Mrs. Verdi, seconded by Mrs. Walsh, it was RESOLVED by voice vote of all those present in favor by the Manasquan Board of Education to enter into closed executive session. 07/31-33

The Board entered into closed session.

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Mrs. LaSala reconvened the Open Agenda Work Session.

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

Also Present: Geraldine Margin, Superintendent of Schools, Margaret M. Hom, Business Administrator/Board Secretary, Mr. Richard McOmber, Board Attorney.

Mrs. LaSala asked for a motion to adjourn the Open Agenda Work Session.

On a motion by Mr. Walsh, seconded by Mr. Winterstella, it was RESOLVED by voice vote of all those present in favor by the Manasquan Board of Education to adjourn the Open Agenda Work Session. 07/31/33

Respectfully submitted,

Margaret M. Hom  
Business Administrator/Board Secretary

**POLICY COMMITTEE MEETING**  
**JULY 12, 2012**  
**MANASQUAN BOARD OF EDUCATION**

LOCATION: Manasquan Board of Education

TIME: 3:00 - 4:30 p.m.

ATTENDEES: Superintendent Margin, Board Members Julia Barnes, Mike Shelton,  
Michelle LaSala (Absent: Christine Muly - Committee Chairperson)

The policy committee held its first meeting for the purpose of defining parameters and goals. Superintendent Margin explained how policy alerts from Strauss Esmay are received by the school. Changes are highlighted by language that is struck-out with suggested changes set in bold type. Some policies require the Board to choose from a set of options. Mr. Shelton suggested that Mrs. Margin review the alerts as they come in and advise the Policy Committee of what changes she believes are best from the administration's viewpoint. Mrs. Margin disagreed. She felt it best for the committee to first review the suggested changes, in consultation with the Superintendent, and then make their recommendations to the Board. After a brief discussion, it was agreed to proceed with this process.

A discussion on mandated policies followed. Mrs. LaSala asked for clarity on the language of mandated policies. Specifically if language could be added to these policies and if wording could be changed. Mrs. Barnes and Mrs. Margin explained that language could be added and wording could be altered as long as it did not change the intent of the policy. For example, if a chain of command needed to be changed should a position stated in a mandated policy not be applicable to our district. Mrs. Barnes pointed out the need to be cognizant that our policies be drafted to be inclusive of the sending/receiving districts interest, also where applicable.

Mr. Shelton asked who physically makes the changes that the Board agrees upon. Mrs. Margin said that her secretary, Debbie Schanen, is responsible for entering and uploading the changes.

Mrs. LaSala suggested that the committee review all sections of our policies and make suggested changes where needed as per our current needs. Mrs. Margin indicated that last year was the first in sometime that the Board reviewed policy sections. Mrs. LaSala felt that a closer look would be beneficial. The committee unanimously agreed. It was decided that each committee member would take on a section of particular interest to them and share their recommendations at the next meeting. On a suggestion from Superintendent Margin, the committee unanimously agreed to collectively review the Board bylaws with the intent to complete the process and present changes by our July 31, 2012 meeting. Should we need additional time to complete the process, we will update the Board accordingly. We will assign sections to committee members at our next committee meeting. The committee hopes to complete the process well before the academic year end.