

August 21, 2012

The Board of Education of the Borough of Manasquan, Monmouth County, met for the Open Agenda Work Session on Tuesday, August 21, 2012, at 7:00 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, Jack Campbell, Linda DiPalma, Michelle LaSala, Michael Shelton, Katherine Verdi, Patricia T. Walsh, Manasquan Board of Education Elected Members (MEB), Julia Barnes, Sending District Representative. Absent: John L. Winterstella (MEB), Michelle Degnan-Spang 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 Mrs. Degnan-Spang and Mr. Furey had schedule conflicts and Mr. Winterstella had a conflict due to the Manasquan Boat Parade.

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 the following would be approved at the August 28th Regular Open Business meeting. Mrs. Hom said that minutes would be e-mailed to the Board for review.

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, July 24, 2012 and the Regular Open Business Meeting and Closed Executive Session of Tuesday, July 31, 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.

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Mrs. LaSala turned the meeting over to Mrs. Margin who presented a report on the Strategic Planning that will be facilitated by New Jersey School Boards in September. She reported that Jason Bryant, a high school Social Studies teacher and a community member, would be the in-district person to serve as the liaison to NJSBA. She thanked Mr. Bryant and asked him to provide an explanation of the process.

Mr. Bryant provided information and details on the strategic planning process and his role as the liaison for the Manasquan Board of Education.

Mrs. LaSala thanked Mr. Bryant. She said that this process would be a blueprint for this and future Boards to know what the vision of the community is for the school district.

Mrs. Margin reported that Mr. Bryant will be putting together a newsletter. She also noted a correction in the location of the September 26<sup>th</sup> meeting and said that it would be held at the elementary school and not the high school.

Mrs. LaSala provided an update on the District Goals and reported on those goals that have been set to date. A copy of the report will be included in the formal minutes.

Mrs. LaSala referred to the Policy Committee Meeting and said that in speaking with Mrs. Margin it was decided to have the committee reports included in the formal minutes rather than reading the entire report during the meeting. She did review the summary portion of her report and said that #6 of the summary would be removed from the report.

Mr. Bauer provided a Buildings and Grounds Report. A copy of the report will be included in the formal minutes. Mr. Bauer addressed the Board with the idea of conducting a walk-through of the buildings by the Building and Grounds Committee and the Finance Committee in the near future. Mr. Bauer, Mr. Shelton and Mr. Campbell would participate in the walk-through. Mrs. Hom would check Mr. Bigley's schedule and his availability to meet this week and Mrs. Margin would be available to accompany the group.

Mrs. Margin said that she did not have a formal report for this evening.

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.

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

Mrs. Margin continued with the Work Session and reported that on August 28th the following Manasquan Motions would be presented for approval by the Board.

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It was recommended that the Manasquan Board of Education approve the elementary school Personnel. 08/21-03

Mrs. Margin addressed Mrs. Verdi's question on Item 1 and said that this was a re-hire. Mrs. Margin also pointed out that Item 3 was approval of a request that the teachers from the inclusion classes meet prior to the start of the school year to go over the program.

It was recommended that the Manasquan Board of Education approve the elementary school Professional Days and Field Trips. 08/21-04

It was recommended that the Manasquan Board of Education approve a staff member request to enroll their child as a parent paid tuition student at the Manasquan Elementary School for the 2012-2013 school year at half the annual pupil tuition rate of \$13,300.00 in accordance with the Manasquan Education Association Agreement (\$6,650.00) 08/21-05

It was recommended that the Manasquan Board of Education approve the Early Child Care program provided by MOESC (SACC). (All expenses incurred to be paid by parents. 08/21-06

It was recommended that the following Change Orders for the Elementary School Boiler Project:

Original Contract Cost (DeSesa Engineering Co. Inc.):	\$352,500.00
Change Order #1: 4" flanged Plug Valve incl. Flanges (\$500.00) - 16 Steam Fitter Man-hours \$1,600	\$ 2,541.00
Change Order #2: Change from welded fittings to Victaulic Fittings	<u>\$ (3,900.00)</u>
08/21-07	Revised Total: \$356,141.00

It was recommended that the Manasquan Board of Education approve the agreement with the Middlesex Regional Educational Services Commission (MRESC) to provide a Nonpublic School Technology Initiative Program from the date of adoption by the Board until June 30, 2015. The Board may withdraw from participation with the Commission by providing written notice by December 31 of any year for withdraw effective June 30<sup>th</sup> of the ensuing year, in accordance with the terms of the agreement on file in the Board Office. 08/21-08

Mrs. Walsh asked why the district was using a service outside of Monmouth County. Mrs. Hom addressed this question and said that there had been problems with the service provided by M-OESC so the district decided to go with MRESC.

Mrs. Margin explained that the physical therapy services and occupational therapy services in the following recommendations were being provided to special education students from Manasquan.

It was recommended that the Manasquan Board of Education approve Elnora Williams of Pediatric Occupational therapy to provide occupational therapy services for the 2012-2013 school year at a rate of \$80.00 per hour for 6 hours per week, not to exceed \$17,280.00. 08/21-09

It was recommended that the Manasquan Board of Education approve Michael O'Boyle of AAA Physical Therapy to provide physical therapy services for the 2012-2013 school year at a rate of \$80.00 per hour for 1 hour per week, not to exceed \$2,880.00. 08/21-10

It was recommended that the Manasquan Board of Education approve Barbara O'Boyle of AAA Physical Therapy to provide physical therapy services for the 2012-

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2013 school year at a rate of \$80.00 per hour for 18 hours per week, not to exceed \$51,840.00. 08/21-11

It was recommended that the Manasquan Board of Education approve the following prices be charged to students and adults for lunches and milk for the 2012-2013 school year:

Paid Type A Lunch for Students: \$2.50 (E.S. K-4); \$2.75 (E.S. 5-8) \$3.00 (H.S.)

Paid Lunch for Adults: \$3.50

Reduced Type A Lunch for Students: \$0.40

A la cart milk half-pint for Students: \$0.45

A la cart milk half-pint for Adults: \$0.50 08/21-12

Mrs. Margin explained that the district is required to submit an application for approval to the county board of education prior to the change in use of any of any rooms in the schools. Mrs. Hom said that the County Superintendent would be visiting the site to review the change after receipt of approval by the Board. Mrs. Hom addressed Mrs. Verdi's question and further explained the approval process by the County Superintendent.

Mrs. Margin addressed Mr. Campbell's question on the grade levels involved in this classroom and said that it involved two fourth grade students.

It was recommended that the Manasquan Board of Education approve the application for change in use of the Elementary School Media Storage Room to a Special Education Classroom. 08/21-13

It was recommended that the Manasquan Board of Education approve the one hour delayed opening for the High School Professional Learning Communities on the following dates: October 22, December 17 and February 25. 08/21-14

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. 08/21-15

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. 08/21-16

Mrs. Margin asked the Board to refer to the personnel document and explained the reason for the pending substitute certification notation on Jay Price Sr. and the process involved in order for him to acquire the certification.

Mrs. Margin addressed Mr. Shelton's question and said that once approved he could be included on the district's substitute teacher list should he wish to be called in on a substitute basis.

Mrs. Margin referred to Item 4 and said that Mr. Hoffman is a return sub from last year whose notice to return was just received by her office and Ms. Tamburello is the assistant varsity cheerleading coach.

Mrs. Verdi asked for clarity on how the Steps are determined when appointing coaches. Mrs. Margin replied that Mr. Kornegay takes into consideration the individual's previous experience in making the Step determination. Mrs. Margin further explained what determined the number of paid and non-paid coaching positions.

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Mrs. Margin referred to Item 7 and explained that the need to have Mrs. Bontales come in is to address students' physical reports that came in late or require additional information. She said that the request would be changed to include 2 days in order to address the outstanding physicals.

Mrs. Margin addressed Mrs. Walsh's question as to why the student's inability to follow directions becomes a \$600 bill for the Board of Education. Mrs. Margin explained that the district was saving money this year by not providing the physicals as was done in the past. Mrs. Margin clarified that these days were in addition to the five days that were initially budgeted for the nurse.

Mrs. LaSala pointed out for clarity that it was a State recommendation and not solely a Manasquan Board's decision to have the physicals handled by the parents. Mrs. LaSala also clarified that Mrs. Margin contacted her and she authorized that Mrs. Bontales come in on Monday because of the number of students that did not have their paperwork in order and were not permitted to practice.

Mrs. Barnes pointed out that the deadline was July 15<sup>th</sup> for all paperwork to be turned in and it was her understanding that parents had to get the paperwork in while the school nurses were present so that these problems would not occur in August.

Further discussion took place on the submission practice for the students' physicals.

In answer to Mr. Shelton's question, Mrs. Margin confirmed that the students would not participate in practice until their paperwork was in order. Mrs. Margin further addressed his question on the Amnesty International Club and asked how the stipends were determined using the established guides.

Mrs. Walsh asked to take a look at how the sports physical procedure is implemented and make adjustments to avoid the last minute additional expenses for the Board.

Mrs. Barnes commented that Mr. Hyland could address this matter. Mrs. Margin would check on the policy and come back next week.

It was recommended that the Manasquan Board of Education approve the high school professional days and field trips. 08/21-17

Mrs. Margin addressed Mrs. Walsh's question on whether it was normal practice to approve a year's worth of field trips and explained that it involved a one-time registration fee for the series of programs.

It was recommended that the Manasquan Board of Education approve the students for treatment and /or placement as prescribed by the Child Study Team. 08/21-18

It was recommended that the Manasquan Board of Education approve the revised K-12 Curriculum. 08/21-19

Mrs. Margin said the list of curriculum would be forwarded in an e-mail on Friday after reviewing the material with the administrators.

It was recommended that the Manasquan Board of Education approve the use of the Sea Girt Camp Grounds for regularly scheduled sports practice sessions and games for the 2012-2013 school year at a cost of \$5,610.00. 08/21-20

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It was recommended that the Manasquan Board of Education approve the Facility Rental Agreement with The Atlantic Club for use of the Atlantic Club Fieldhouse for the 2012-2013 Boys' and Girls' Varsity Soccer games for approximately 20 hours at \$100.00 per hour at the estimated total amount of \$2,000.00. The High School Boys' and Girls' Soccer Team Parent Groups will be responsible for payment of this expense and for the cost of the Athletic Trainer. 08/21-21

Mr. McOmber provided the details on the final review and changes made to the contract and said that all parties are now in agreement with the language.

Mrs. Margin reported that she has asked Mr. Kornegay to contact both parent groups and have a written agreement provided by them acknowledging that they would pay for the athletic trainer.

Mrs. Barnes commented that The Atlantic Club was investigating hiring a full time athletic trainer.

Mrs. Hom said that she would request that the money for the rental costs be provided by the parent groups prior to implementing the contract.

Mrs. Verdi questioned who the liaison to the Board was from the soccer parent group.

A discussion took place on steps that need to be taken to address a policy of parent groups and funds being held by these individual groups.

It was recommended that the Manasquan Board of Education approve the 2012-2013 Facility Rental Agreement (Aquatics) with The Atlantic Club for use by the Manasquan High School Swim Team in the amount of \$18,750.00 for the sessions and meets. (Contract on file in the Board Office). 08/21-22

It was recommended that the Manasquan Board of Education approve the 2012-2013 Ice Rental Agreement with Ice World Family Ice Arena for use by the Manasquan High School Ice Hockey Team in the amount of \$25,800.00. (Contract on file in the Board Office). 08/21-23

Mr. McOmber reported that he will review the ice hockey contract prior to next week's meeting.

Mr. Shelton asked if a copy of the contracts that are on file in the board office be made available to the Board Members in an e-mail to review prior to the action meeting.

It was recommended that the Manasquan Board of Education approve Honeywell International Inc., to provide the Instant Alert emergency and information notification subscription for the 2012-2013 school year in the revised amount of \$4,330.00. (Originally approved on 5/29/12 in the amount of \$4,080.00) 08/21-24

It was recommended that the Manasquan Board of Education approve to extend the agreement with the Alliance for Competitive Energy Services ("ACES") Bid Cooperative Pricing System for the purchase of electric supply services for the 2012-2013 school year. 08/21-25

It was recommended that the Manasquan Board of Education approve to extend the agreement with the Alliance for Competitive Energy Services ("ACES") Bid Cooperative Pricing System for the purchase of natural gas supply services for the 2012-2013 school year. 08/21-26

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It was recommended that the Manasquan Board of Education approve for a change in use of the High School Faculty/Copier Room to an In-School Suspension (ISS) room. 08/21-27

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. 08/21-28

Mrs. Margin asked for Board approval to group together Manasquan Motions 08/21-03 through 08/21-15 and also group together the Manasquan/Sending District Motions 08/21-16 through 08/21-28. The Board agreed with this request.

Mr. McOmber addressed Mrs. Barnes question if Motion 08/21-14 should be moved to the Manasquan/Sending District motions and replied that according to the statute it should be a Manasquan vote. He further commented on the restrictions of the statute.

Mrs. Hom addressed Mrs. Verdi's question for clarification on the location of the ice hockey facility and replied that it was the Howell facility.

Under Old/New Business:

Mrs. LaSala referred to Bylaw #0142 – Board Member Qualifications, Prohibited Acts and Code of Ethics and discussion that took place in policy committee with regards to residency qualifications. She pointed out that the 2-year requirement had been changed to a 1-year requirement. She said a suggestion by the committee to return to the 2-year requirement may be problematic since a candidate on the ballot falls into the 1-year requirement. She said that this would be revisited in January.

Mrs. LaSala reported on the Student Resource Officer (SRO) and feels that the Board should seriously address this matter with an action plan. She asked for input by the Board.

Mr. Shelton asked if there was an ad-hoc committee in place or would it fall under policy.

Mrs. Barnes asked if there was a definitive job description in place for the SRO. Mrs. LaSala said that she believed that there was one in place.

A discussion took place on the starting point to address this matter. Mrs. LaSala reported that some districts are using retired law enforcement officers. She said that schools are faced with the dilemma of having the need but not having the funding. She suggested that the best way to address this is to form an ad hoc committee upon agreement of the Board. Mrs. LaSala asked Mr. Shelton to be a member. Mrs. Verdi and Mr. Campbell also volunteered to join the committee. Mr. Shelton explained that there are differences in the functions of the position if using a sworn in police officer or a retired law enforcement officer.

Mrs. LaSala suggested setting the sights in looking at what is achievable for the district. She reported that the ad hoc committee would consist of herself, Mr. Shelton, Mrs. Campbell and Mrs. Verdi. She asked Mr. Shelton to serve as chairperson.

Mrs. LaSala asked Mr. Shelton to speak on Random Student Drug Testing. Mr. Shelton reported that he had conversations with the administration and the drug testing vendor. He said that he received detailed information today and would like to review it first with the policy committee and then he would report back to the Board.

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Mrs. LaSala reported that the Policy Committee is meeting on Thursday, August 23<sup>rd</sup> at 2:30 p.m. It was suggested that Mr. Coppola be present at this meeting.

Mrs. LaSala reported that she has asked Mrs. Margin to put together policy manuals for the Board.

Mrs. Margin asked if she could just make hard copies for the policy committee first in order to make sure that only the revised copies are given to everyone. Mrs. LaSala agreed with this process.

Mrs. LaSala reported that she hoped that at the next meeting the district goals would be adopted by the Board. She also said that the process of developing Board Goals should be addressed at this time. She believed this can be accomplished in one night and asked that the Board Members bring some suggestions to the next meeting.

Mr. Shelton commented on the ticket cost for athletic games. He suggested increasing the ticket cost. Mrs. Hom explained that gate costs are used to help pay for referees and this is supplemented by the Board. Mr. Shelton commented that this would justify raising the ticket price. He pointed out that there are people who attend without paying and people with passes. He asked for a motion to be placed on the agenda to address this matter.

Mrs. Margin would review the current ticket prices and forward a recommendation to the Board. Mrs. Hom explained the process involved with the ticket sales and record keeping of the revenue from the sale of tickets.

Mrs. LaSala asked Mrs. Margin to investigate the matter further and get back to the Board.

Mrs. LaSala opened the final Public Forum.

Jeff Algor, Spring Lake Heights, commented on the SRO and the steps the Board should take on identifying the need for this position. He also said to make sure to become education on what a SRO is and the benefits this person could give to the school district. He said that there are many factors to be weigh-in and to thoroughly research the job description of the position.

Mr. Algor addressed Mr. Bauer's question on the specific duties assigned to the SRO during the school day and he replied that the job description could be shaped to the specific needs of the school.

Mr. Algor commented on the change to the coaching policy. Prior to addressing Mr. Algor's comments on the coaching policy, Mrs. LaSala clarified that the district does not have a policy that contains the specifics of the volunteer coaching. She pointed out that this was a change to the job description at the request of the administration.

Mr. Algor questioned the specifics and said that it would be difficult in a small town not to have a relative on a team that an individual serves as a volunteer coach.

Mrs. Margin explained some of the reasons that generated this change and that it only involved volunteer coaches not the paid coaches.

Mrs. LaSala pointed out that Board made the decision after being presented with a lot of information and it was a unanimous decision to change the language in the job description.

Mrs. LaSala closed the public forum seeing no additional questions or comments from the public.



Mr. Shelton brought up another topic under Old/New Business. He referred to past conversation on considering a ballot question to resize Board. Mrs. Hom would check with the Board of Elections to see if this can be placed on the ballot at this time.

Mrs. LaSala said that she would support reducing the size of the Manasquan Board.

Mr. McOmber will check the process and parameters and get back to the Board.

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. (coaching/student matter); and

Under #8 – Any matter involving the employment, appointment, termination of employment and the conditions of employment, evaluation or disciplining of any specific employee, unless the individual employee request in writing that the matter be discussed at a public meeting. (possible appointment of teaching staff member);

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 Mr. Campbell, it was RESOLVED by voice vote of all those present in favor by the Manasquan Board of Education to enter into closed executive session.

The Board entered into closed session.

Mrs. LaSala reconvened the Open Agenda Work Session.

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

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On a motion by Mr. Walsh, seconded by Mrs. Verdi, 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. 08/21-29

**POLICY COMMITTEE MEETING**  
**AUGUST 13, 2012**  
**MANASQUAN BOARD OF EDUCATION**

**TIME:** 11:00 a.m - 1:15 p.m.

**ATTENDEES:** Board members Julia Barnes, Linda DiPalma, Michelle LaSala, Mike Shelton. Administrators Superintendent Margin, High School Principal Coppola, Vice Principal Don Bramley, Vice Principal Pete Cahill, Athletic Director Rom Kornegay. Community member/ guest Keith Halton.

The committee met to discuss implementation of our Student in Good Standing, Code of Conduct, and Random Drug Testing policies. It was decided, after much discussion, that enforcement of the consequences for violation of our policies during the summer months will begin on the first day of the academic school year. The administrators clarified the a student receiving a station house adjustment who is no longer found to be in "good standing" is out of extra curricular activities for one year unless they meet the requirements outlined in the Student in Good Standing policy.

Successful completion of those requirements reduces the suspension period to fifteen school days. The committee would like to recommend that the Board remove the Student in Good Standing policy and make it an agreement to be implemented at the administrators' discretion. All parties agreed that it is a successful tool that has had, and will continue to have, positive results. The Board members on the committee agreed that since it is a tool used at the administrators' prerogative, it really should not be a board policy.

Community member Keith Halton shared his thoughts on holding students accountable for their actions. He spoke from his experience as a law enforcement official dealing with juvenile offenders as well as a parent. He explained the definition and significance of a station house adjustment as well as his opinions on the importance of therapeutic measures as a vital tool to helping at risk children. Principal Coppola reviewed the actions district staff takes to insure that those students found in violation of conduct agreements face consequences for their actions.

The committee members expressed the need for more direct dialogue with the administrators with matters pertaining to student discipline. The committee would like the Superintendent to have administrative

representation present at board meetings when these topics are placed on the agenda.

Principal Coppola shared his discussion with a representative of Sports Safe. The cost for testing for synthetic drugs is approximately \$45.00 which is significantly higher. It is the recommendation of the committee, based on the administrators' input, that these tests only be performed on students found to be "under suspicion" rather than all random testing. A detailed discussion of insuring that students participating in extra curricular activities but attending vocational schools ensued. It is the recommendation of the committee to include all students attending vocational schools in the random drug testing pool to be in compliance with our policy. Principal Coppola said Sports Safe can send a collector out to those locations for an additional cost of approximately \$60.00. It was the opinion of the committee that it is unlikely this would be a significant financial impact based on the numbers of students attending out of district and how likely they are to be tested. The administrators will have to contact the vocational schools for approval and discuss how we can proceed.

After the administrators departed, the committee reviewed bylaw #142. At our last meeting, it was decided that the committee would embark on a comprehensive review of all existing policies and bylaws. The committee discussed the residency change made in the summer of 2011. Board members recalled there being significant debate changing from a two year residency requirement, which was in the bylaw for as long as anyone can recall, to a one year. The committee agreed that the longer someone lives in the community, the more likely they are to have a better understanding of district issues. It is the committee's recommendation that our bylaw be amended to a longer residency requirement. The committee will meet again, prior to our August 28th meeting, to review language changes suggested by Strauss Esmay and written by the committee. Those changes were a collaborative effort by the committee and recommendations from the Superintendent.

### **SUMMARY**

The committee would like the Board to approve the following recommendations:

1. Student in Good Standing be removed as a policy and be an administrative agreement to be used at the discretion of the administrators' discretion.

2. All students attending vocational schools be placed in the random drug testing pool to bring us in compliance with our current policies.
3. Instruct the Superintendent to have the district staff implement and define the process by which student attending vocational schools and participating in extra curricular activities at MHS will be tested.
4. Instruct the Superintendent to make the appropriate district staff available to the Board when matters of student discipline, student behavior issues, and random drug testing are placed on agendas for discussion or possible changes.
5. Direct the Superintendent to instruct district staff to begin testing those students found to be "under suspicion" for synthetic drug use.
6. Amend bylaw #142 to increase the residency requirement.

Manasquan High School

**Building and Grounds Report**

8/21/12

I. High School Roof Replacement

The roof replacement is progressing as quickly as possible. The project is slightly behind schedule due to weather delays as well as, delays in material delivery. Liquid membrane, which is necessary to complete roof 5 (boiler roof) and 6 (new addition) is expected to arrive on Monday. Parapet flashing material, necessary to complete all roof areas, is due to arrive within 1-2 weeks time. New gutters and leaders need to be installed on the original HS (roof 4), and it is anticipated that this work will be completed this Saturday. Brick type and color has been selected and can now be ordered. The final dumpster will be removed tomorrow and the entire parking lot will be cleared of all remaining construction material so that freshmen orientation can utilize the lot.

With respect to school opening schedule, the teachers have in-service day on Sept. 4 and the students will arrive on Sept. 5. Roof work that will still be on-going will not interfere with the school day as it can all be done from the roof level.

II. Elementary School Boiler Replacement

The new boilers have been put in place on concrete slabs. Work still to be completed includes: gas connection; piping (underway); installation of chimney liner (not yet delivered).

Completion of the installation prior to the start of school is still hopeful.

Prepared by:  
Tom Bauer  
B+G Chair