

September 25, 2012

The Board of Education of the Borough of Manasquan, Monmouth County, met for the Regular Open Business Meeting on Tuesday, September 25, 2012, at 7:00 p.m., in the Manasquan High School Media Center.

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

Also Present: Robert Mahon, Acting 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. Bauer will be arriving a little late.

Mrs. LaSala read the 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.

On a motion by Mr. Campbell, seconded by Mrs. Walsh, it was RESOLVED by roll call vote in favor by the Manasquan Board of Education to approve the minutes of the Open Agenda Work Session and Closed Executive Session of Tuesday, August 21, 2012 and the Regular Open Business Meeting of Tuesday, August 28, 2012. Closed Session Minutes will be withheld from disclosure until such time as the reasons for discussion and acting on a matter in closed session no longer exist. 09/25-01 (MEB/SDR)

Roll Call vote as follows: Mrs. Barnes – yes	Mr. Furey - yes
Mr. Campbell - yes	Mrs. LaSala – yes
Mr. Clayton - abstain	Mr. Shelton – yes
Mrs. Degnan-Spang –	Mrs. Verdi - abstain
no (8/21) & yes (8/28)	Mrs. Walsh - yes
Mrs. DiPalma – yes	Mr. Winterstella - yes

Call to Order

*Pledge of
Allegiance*

Roll Call

*Mission
Statement*

*Statement to
the Public*

Minutes

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Mrs. Hom introduced Mr. Robert Hulsart Sr., of Robert A. Hulsart and Company. Mr. Hulsart presented the Audit and CAFRA Reports of the Financial Records for the year ending June 30, 2012.

**Audit Report
Robert A. Hulsart**

Mr. Hulsart started his report by commenting that the books and records were in excellent condition and complete and no compliance issues were found. He said it was a pleasure as usual working on the records and complimented Mrs. Hom and her staff. Mr. Hulsart provided a comprehensive overview on the audit. He explained the single audit process and how it relates to the Manasquan School District. He and Mrs. Hom provided details on reserve accounts, fund balances, state aid, in addition to other areas covered in the audit.

Richard Bartholomew, 121 Lake Avenue, Manasquan, asked if he could address his question at the open public forum. Mrs. LaSala replied affirmatively.

Mrs. LaSala asked for a motion to approve 09/25-03.

On a motion by Mrs. Walsh, seconded by Mr. Campbell, it was RESOLVED by roll call vote of in favor by the Manasquan Board of Education to approve to accept the Audit and CAFRA Reports of the Financial Records of the Manasquan School District for the year ending June 30, 2012, as presented by Robert A. Hulsart of Robert A. Hulsart and Company, as specified in **Document O**. (MEB)

**Approval of
Audit & CAFRA
Reports**

Roll Call Vote as follows: Mr. Campbell – yes	Mr. Shelton – yes
Mr. Clayton – abstain	Mrs. Verdi – yes
Mrs. DiPalma – yes	Mrs. Walsh – yes
Mrs. LaSala – yes	Mr. Winterstella - yes

Superintendent's Report:

**Superintendent's
Report**

Mr. Mahon reported that in place of the monthly enrollment report he was providing a comparison between September of the 2011-2012 school year and the current school year which shows a decline of 83 students spread over Pre-K through 12, as specified in **Document A**. He said more definitive enrollment figures will be available at the next meeting. Mr. Mahon also reported on the suspension report that indicates no suspensions for the month of September, 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**.

Mr. Mahon asked the Board to refer to the HIB report, as specified in **Document C**. He reported that since last week's meeting there has been one incident that was investigated and found not to be a HIB event and was handled by the school administration.

Mr. Mahon addressed Mr. Furey's question on the availability of an enrollment report breakdown by sending district and said that this report would be available at the next meeting.

On a motion by Mrs. Verdi, seconded by Mr. Campbell, it was RESOLVED by roll call vote 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 Drill reports) and Document C (HIB Report). 09/25-03 (MEB/SDR)

**Enrollment Report
Document A**

**Suspension, Bus &
Fire Drill Reports
Document B**

**HIB Report
Document C**

Roll Call Vote as follows: Mrs. Barnes – yes	Mr. Furey – yes
Mr. Campbell – yes	Mrs. LaSala – yes
Mr. Clayton – abstain	Mr. Shelton – yes
Mrs. Degnan-Spang – yes	Mrs. Verdi – yes
Mrs. DiPalma – yes	Mrs. Walsh – yes
	Mr. Winterstella - yes

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Mrs. LaSala read the following statement prior to opening the Public Forum for discussion on agenda items:

Public Forum

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 in 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 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 comment on items included in this agenda only.

Mrs. LaSala asked that the minutes reflect that Mr. Bauer is now present at 7:15 p.m.

Dick Meinke expressed surprise in the drop in enrollment and asked if there was a reason. Mr. Mahon addressed his question and said that he planned to bring this matter up at the monthly sending district meeting to get a feel from the Superintendents as to what may be causing the drop in enrollment on the high school level. He said that the drop in the elementary school enrollment is not uncommon with the ebb and flow of people in the district. He said he would discuss this with the administrators to determine what they see as the reason why students are leaving the school.

Mrs. Barnes commented that the trend in Manasquan Elementary and Brielle Elementary are very similar. She said that class sizes in Brielle are going down in the lower grades and this is just a trend in the population.

Donna Ruggerio, 439 Long Avenue, commented that people do not want to send students to the high school based on its reputation. She said she sent her daughter to St. Rose instead of the high school because of the reputation and drugs.

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

Mrs. LaSala asked if the Board would be in agreement to group together Manasquan Motions 09/25-04 through 09/25-09.

On a motion by Mr. Winterstella, seconded by Mr. Campbell, it was RESOLVED by roll call vote in favor by the Manasquan Board of Education to approve the following Manasquan Motions 09/25-04 through 09/25-09 (MEB).

**Manasquan Motions
09/25-04 to
09/25-09**

Roll Call Vote as follows: Mr. Bauer – yes	Mr. Shelton – yes
Mr. Campbell – yes	Mrs. Verdi – yes &
Mr. Clayton – abstain	abstain on Item 1 on
Mrs. DiPalma - yes	Motion 09/25-04
Mrs. LaSala - yes	Mrs. Walsh – yes
	Mr. Winterstella - yes

- Approval of the Elementary School Personnel, as specified in **Document D** 09/25-04

**E.S. Personnel
Document D**

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- Approval of the elementary school Professional Days and Field Trips, as specified in **Document E**. 09/25-05
- Approval and acceptance of the revised funds under the NCLB Act Consolidated Formula Sub-Grant Allocations for the 2012 school year in the amount of \$122,566.00, as specified in **Document F**. 09/25-06
- Approval of the Manasquan Elementary School Girls and Boys soccer schedule for the 2012-13 school year, as specified in **Document G**. 09/25-07
- Approval of the Manasquan Elementary School Cross Country Schedule for the 2012-13 school year, as specified in **Document H**. 09/25-08
- Approval of the tuition for the Multiply Disabled class at \$29,205.00 for school year 2012-2013. 09/25-09

Mrs. LaSala asked for a motion to approve 09/25-10.

On a motion by Mrs. Walsh, seconded by Mrs. Verdi, it was RESOLVED by roll call vote in favor by the Manasquan Board of Education to approve the adoption of the Manasquan School District's Goals for the 2012-2013 school year, as specified in **Document I**. 09/25-10

Roll Call Vote as follows: Mr. Bauer – yes	Mrs. LaSala - yes
Mr. Campbell – yes	Mr. Shelton – yes
Mr. Clayton – abstain	Mrs. Verdi – yes
Mrs. DiPalma – yes	Mrs. Walsh – yes
	Mr. Winterstella – yes

Mrs. LaSala asked for the Board's approval to Table Motion 09/25-11 – Approval of the adoption of the Manasquan Board of Education Goals for 2012-2013, Document J. She reported that several Board Members did contact her on the goals; however, she was unable to reach out to others. She suggested Tabling until the October meeting.

Mrs. LaSala asked if the Board would be in agreement to group together Manasquan Motions 09/25-12 through 09/25-18.

On a motion by Mr. Campbell, seconded by Mrs. Walsh, it was RESOLVED by roll call vote in favor by the Manasquan Board of Education to approve the following Manasquan Motions 09/25-12 through 09/25-18. (MEB)

Roll Call Vote as follows: Mr. Bauer – yes	Mrs. LaSala - yes
Mr. Campbell – yes	Mr. Shelton – yes
Mr. Clayton – abstain	Mrs. Verdi – yes
Mrs. DiPalma – yes	Mrs. Walsh – yes
	Mr. Winterstella – yes

- Re-approval of Manasquan Board of Education Policy #2415.04 – Title I – District Wide Parental Involvement, as specified in **Document K**. 09/25-12
- Approval of the 1st reading of new and revised Manasquan Board of Education Bylaws and Policies as listed and available at the Board of Education Office:
Bylaws: 0151 – Organization Meeting (Revised); 0153 – Annual Appointments (Revised); 0167 – Public Participation in Board Meetings (Revised)
Policies: 2361 – Acceptable Use of Computer Networks/Computers and Resources (Revised); 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries (Revised); 2622 – Pupil Assessment (Revised); 3282 – Use of Social Networking Sites (New); 4282 – Use of Social Networking

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

*NCLB Grant
Acceptance
Document F*

*E.S. Soccer
Schedule – Doc. G*

*E.S. Cross Country
Schedule – Doc. H*

*Tuition Rate
Multiply Disabled
Class*

*2012-2013
District Goals
Document I*

*Board of
Education
Goals
TABLED*

*Manasquan
Motions
09/25-12 to
09/25-18*

*Policy #2415.04
Document K*

*1st Reading – New
and Revised Bylaw
and Policies Policy
#2415.04
Document K*

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Sites (New); 5536 – Student Random Drug and Alcohol Testing (Revised); 6470 – Payment of Claims (Revised); and 9400 – News Media Relations (Revised) 09/25-13

- Approval of the District's Comprehensive Maintenance Plans for the 2012-2013 school year, Facilities Checklists, M1 and Maximum Capital Reserve Amount, as specified in **Document L**. 09/25-14
- Approval of the updated Long Range Facility Plan as on file at the Board of Education office. 09/25-15
- Approval to dispose of one (1) Everett Acoustic piano located in the elementary school music suite. (The piano is in poor condition and unable to stay in tune). 09/25-16
- Approval of the following Change Order #3 for the elementary school boiler project:

Original Contract Cost (DeSesa Engineering Co., Inc.):	\$357,500.00
Approved 8/28/12: Change Order #1	
16 Steam Fitter Man-hours	\$ 2,541.00
Approved 8/28/12: Change Order #2	
Change from welded fittings to Victaulic fittings	\$(3,900.00)
Change Order #3	
Removal of an abandoned air makeup in E.S. boiler room	\$ 500.00
09/25-17 Revised Total:	\$356,614.00
- 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 M**
 - B) Elementary School Central Funds Report – **Document N**

The Business Administrator/Board Secretary certified that as of August 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.

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 August 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.

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

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 August 31, 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 August and September, as recommended by the Superintendent of Schools, as specified in **Document M**.

:
: *1st Reading – Bylaws*
: *And Policies*
: *(continued)*

:
: *Comp. Maint. Plan/*
: *M1/Fac. Checklist*
: *Document L*

:
: *Long Range*
: *Facility Plan*

:
: *Disposal of E.S.*
: *Piano*

:
: *Change Order #3*
: *E.S. Boiler Project*
: *DeSesa Engineering*

:
: *Secretary's*
: *Certification*

:
: *Acceptance of*
: *Secretary's*
: *Certification*

:
: *Secretary's*
: *Financial &*
: *Investment Report*
: *Document M*

:
: *Budget*
: *Certification*
: *Document M*

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The Manasquan Board of Education further recommended the acceptance of the Elementary School Central Fund Report for the month ending August 31, 2012, as specified in **Document N**. 09/25-18

Mrs. LaSala asked if the Board would be in agreement to group together Manasquan Motions 09/25-19 through 09/25-26.

Prior to the vote on Motion 09/25-19 – Item 10, Mrs. Hom addressed a question asked by Mrs. DiPalma relating to the rate of pay for ticket sellers and ticket takers and staffing of these positions. Mrs. Hom said that these positions were included in Board Policy in the past; however, they were removed when changes were made to the policies and now it will be included in Personnel. She clarified that the security positions were staffed by faculty members. Mrs. Hom will check with Mr. Kornegay to assure the Board that those working in this capacity have the proper fingerprinting and background checks.

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 Motions 09/25-19 through 09/25-26. (MEB/SDR)

Roll Call Vote as follows:

Mrs. Barnes – yes	Mr. Furey – yes
Mr. Bauer – yes	Mrs. LaSala – yes
Mr. Campbell – yes	Mr. Shelton – yes
Mr. Clayton – abstain	Mrs. Verdi – yes
Mrs. Degnan-Spang – yes	Mrs. Walsh – yes
Mrs. DiPalma – yes	Mr. Winterstella – yes

- Approval of the high school personnel as specified in **Document 1**. 09/25-19
- Approval of the high school professional days and field trips as specified on **Document 2**. 09/25-20
- Approval of the students for treatment and/or placement as prescribed by the Child Study Team as specified on **Document 3**. 09/25-21
- Approval of the revised K-12 Curriculum as specified in **Document 4**. (complete curriculum available for review electronically at the Board of Education offices). 09/25-22
- Approval of D. Wegeman & Associates, LLC, to provide consulting and counseling at an hourly rate of \$80.00 from September 2012 through June 2013, not to exceed \$40,000.00 paid for by the 2012-2013 school district budget. 09/25-23
- Approval of a new Manasquan High School Central Fund: Boys and Girls Bowling Club. 09/25-24
- Approval of the contract agreement with Sports Safe Testing Service Inc., to provide a random drug testing program for the 2012-2013 school year, not to exceed \$20,000.00, as specified in **Document 5**. 09/25-25
- 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) Bills and Confirmation of Bills (Current Expense)
- Approval of the acceptance of the High School Central Fund Report for the month ending August 31, 2012, as specified in **Document 6**.

*E.S. Central Fund
Report
Document N*

*Manasquan/
Sending District
Motions: 09/25-19
through 09/25-26*

*Personnel H.S.
Document 1*

*H.S. Prof. Days/
Field Trips
Document 2*

*Special Education
Document 3*

*K-12 Curriculum
Document 4*

*D. Wegeman &
Associates, LLC*

*H.S. Central Fund
Boys & Girls
Bowling Club*

*Sports Safe Testing
Service Inc.
Document 5*

*H.S. Central Fund
Report – Doc. 6*

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It was further RESOLVED to approve Purchase Orders for the month of September 2012, as specified in **Document 7**.

It was further RESOLVED to approve Bills (Current Expense) in the amount of \$1,315,540.24 for the month of September 2012. Record of checks (#31531 through #31701), and distributions are on file in the Business Office.

The Manasquan Board of Education also confirmed Bills (Current Expense) for August 2012 at \$655,870.34 and checks (#31286 through #31530). (MEB/SDR) 09/25-26

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

Mrs. LaSala reported that after speaking with Mr. Mahon she has appointed Mr. Furey and Mr. Shelton to work with the district's technology director, Jesse Place, as he begins developing the school district's technology plan. Mr. Furey and Mr. Shelton will provide periodic updates to the Board and public.

Mrs. Verdi acknowledged an anonymous letter that was in her packet at the last meeting and commented that she cannot respond to a letter that does not contain a name. Mrs. LaSala said that in past discussion it was the decision of the Board that they cannot respond to anonymous letters.

Mrs. Verdi also asked for clarity on the uniform purchase and the color change that took place last year for the high school uniforms. She questioned if the entire district would be using the new color. Mrs. Hom provided a little history on the change of the uniform color to a darker blue at the high school. She said that it was her understanding that the elementary school was staying with the royal blue.

Mrs. Walsh pointed out that she did not feel that this was a Board policy question and should be left up to the administrators at the schools.

Mrs. LaSala referred to a conversation that took place on September 18th regarding the removal of the banner located in the high school building that features a rendition of the Warrior Field Complex which is not moving forward in its current state at this time. She said that media articles written pursuant to that meeting may have given some members of the public the impression that the Board of Education does not support the efforts of the Manasquan High School Endowment Fund and their commitment to support initiatives and programs that may fall outside of the school curriculum and/or aspects that will enhance the school's current programs. Mrs. LaSala stated that she wished to make it clear that nothing can be further from the truth. She has had extensive discussions with both the foundation's president, Mr. Robert Schatzman, and the foundation's vice president, Mrs. Michals, and she assured them that it was never her intention to give anyone the impression that as president of the Board of Education she was not grateful for the efforts made by the many volunteers of the foundation. She stated that she would also like to clear up an inaccuracy that had been reported on more than one occasion in The Coast Star articles which she thinks is an innocent mistake, but Board Member Tom Bauer is not a member or a trustee of the foundation and no time has she or any other Board Member identified Mr. Bauer as such. She said that she has asked Mr. Schatzman to attend tonight's meeting, who again is the president of the foundation to address any questions the Board may have and to provide a brief update on all of the wonderful opportunities the Manasquan High School Endowment and Alumni Foundation offers to the student of our district.

Mr. Shatzman thanked Mrs. LaSala for inviting him and reaching out to him and Mrs. Michals. He referred to the articles as being innocent inaccuracies and appreciated the opportunity to come and clear the air. He introduced the members of the Foundation and said that the overall goal is to help the students in any way possible through providing

*Purchase Orders
Document 7*

*Bills
Current Expense*

*Confirmation of
Bills (Current Exp.)*

*Old Business &
New Business*

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scholarships and programs. He spoke of the gala that is being planned on October 12th at the Manasquan River Golf Club with proceeds going toward scholarships. He spoke of the Foundation's minimal involvement with the field project and the request to take down a banner. He explained the banner was funded by the foundation in 2010 when the Board agreed to be proactive in reaching out to businesses and families to pledge activity and interest towards the field project. He said that a private donor had provided funds to purchase the banner and now the foundation felt that since the field project was not moving forward it would be time to take down the banner. He said that the power rests with the Board of Education with decisions on the field.

Mr. Bauer commented that there is interest in moving forward with this project. Mr. Bauer also said that Mr. Shatzman has worked very hard over the past several years to attempt to raise money to get the field project underway and it has not been very successful which is not a discredit to him.

Mrs. LaSala said that going forward many on the Board realize that the project needs to be driven by the school district. She said the district looks at donations from the foundation as being a generous assistance. She further stated that the Board should not rely on any private funding to fund a project of this magnitude in its entirety. She expressed her gratefulness to the foundation and she apologized if any other impression was given by her. Mrs. LaSala thanked Mr. Schatzman for his time this evening and for the banner.

Mr. Bauer provided a brief overview of a building walk-through conducted this morning with Mrs. Horn and Mr. Bigley, along with Mr. Shelton and President LaSala. He reported that a list was compiled of areas that need to be addressed and the items will be reviewed by the Buildings and Grounds Committee as well as the Finance Committee to prioritize and work them into the budget going forward. He also reported that the boiler system for the elementary school is 99% completed at this time and that the high school roof replacement is also 99% complete with a few areas still needing to be addressed by the contractor.

Mrs. LaSala said that notes from the tour will be included in the formal minutes.

Mrs. LaSala also reported that a month ago facility issues were identified and during the tour it was realized that many of those issues were remediated to the credit of the buildings and grounds and custodial staff.

Mr. Bauer complimented and thanked Mr. Bigley and his entire staff on the great improvement to what had been previously seen in the district.

Mrs. Walsh thanked Mr. Bauer for his efforts.

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

Mrs. LaSala opened the second Public Forum.

Mrs. Garrett-Muly asked if there was any discussion on the class size in the elementary school. Mr. Mahon reported that he has reviewed the enrollment reports and discussed this matter with the elementary school principal. He said that currently there are two classes of 25 and one class of 26 which is an in-class support class with two teachers. He compared this class with the class sizes of the other grade levels and pointed out that there is no additional room available to house another 3rd grade class.

Mrs. Garrett-Muly feels a paraprofessional to assist the teacher with 25 students as being a feasible option.

Mr. Mahon said that he would revisit this with Mrs. Graziano.

*Old Business &
New Business
(continued)*

Public Forum

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*Public Forum
(continued)*

Mr. Bartholomew, 121 Lake Avenue, commented on the amount of paper distributed this evening and suggested that what is electronically posted should not be provided in paper form at the meeting. He commented on an OPRA request that he presented to the Board Office to review the Audit that was not immediately addressed even though the material was on the agenda and is basically a budget report and under OPRA budget reports require immediate access to the public. He felt he had a valid request that was initially denied. He said that he has since been provided with the information. He commented that it became a public document at the moment the auditor presented it to the district and when it was distributed to the Board.

Mr. Hulsart addressed questions asked by Mr. Bartholomew's relating to the audit.

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

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. (HIB); 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; 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 requests in writing that the matter be discussed at a public meeting. (Personnel/HIB).

NOW, THEREFORE, BE IT RESOLVED, that that Manasquan Board of Education will hold a closed executive session immediately in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey. It is anticipated that the closed session will not last longer than one hour and fifteen minutes. The Board of Education will be returning to public session after the closed session and action may be taken during the public portion of the meeting following the recess of the Closed Executive Session.

On a motion by Mrs. Walsh, seconded by Mr. Campbell, it was RESOLVED by voice vote by all those present in favor by the Manasquan Board of Education to enter into Closed Executive Session.

*Motion to enter
into Closed
Executive Session*

Mrs. LaSala asked for a motion to reconvene the Regular Open Business Meeting.

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On a motion by Mr. Bauer, seconded by Mrs. Walsh, it was RESOLVED by roll call vote of all those present in favor by the Manasquan Board of Education to reconvene the Regular Open Business Meeting.

*Meeting
Reconvened*

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

Roll Call

Also Present: Robert Mahon, Acting Superintendent of Schools, Margaret M. Hom, Business Administrator/Board Secretary; Mr. McOmber, Board Attorney.

Mr. McOmber read a resolution that he proposed for adoption by the Board relating to an agreement with Mrs. Margin. A copy of the resolution is included in the formal minutes. Mr. McOmber commented that the resolution is a public document once approved by the Board and said that this motion calls for a vote by the entire Board as it affects the administration of the school system that includes the high school and sending districts.

On a motion by Mrs. Verdi, seconded by Mrs. DiPalma, it was RESOLVED by roll call vote in favor by the Manasquan Board of Education to approve the resolution dated September 25, 2012 as presented and read by Mr. McOmber.

*Agreement with
Mrs. Margin*

Roll Call vote as follows:	Mrs. Barnes – yes	Mr. Furey – yes
	Mr. Bauer – yes	Mrs. LaSala – yes
	Mr. Campbell – yes	Mr. Shelton – yes
	Mr. Clayton – abstain	Mrs. Verdi – yes
	Mrs. Degnan-Spang – yes	Mrs. Walsh – yes
	Mrs. DiPalma – yes	Mr. Winterstella – no

Mr. McOmber asked for the following statement to be made part of the formal minutes: He stated that this is a confidential discussion that was conducted in closed session. The resolution itself is not confidential but the terms and conditions of the separation agreement or even the fact that there is a separation agreement is confidential. The terms and conditions of the agreement, even after the approval by the Commissioner, state that the Board and its officers will not make any adverse statements or any statements. It is the recommendation of Mr. McOmber that the Board make no statements or comments to anyone on this matter.

Mrs. LaSala asked for a motion to adjourn the Regular Open Business Meeting.

On a motion by Mrs. Walsh, seconded by Mr. Campbell, it was RESOLVED by voice vote of all those present in favor by the Manasquan Board of Education to adjourn the Regular Open Business Meeting.

Adjournment

Respectfully submitted,

Margaret M. Hom
Business Administrator/Board Secretary

WALK THRU BY COMMITTEE CHAIRS SEPTEMBER 25, 2012

PRESENT: Tom Bauer, Michelle LaSala, Mike Shelton, Bernie Bigley and Peg Hom

The Buildings and Grounds Committee met at 7:00 a.m. on Tuesday, September 25, 2012. The group began their walk through in the High School. The committee discussed the High School Roof project. There still some valley flashings to be completed. The final punch list was supposed to be done on Monday, September 17, 2012 but was not; it is expected to be done shortly. The committee discussed the following projects for the:

High School

1. Replacing the roof on the storage building for Industrial Arts.
2. Replacement of the High School fence on the side of the music room and up to the bleachers; Bernie had 2 prices to do this \$12,500 and \$20,000
3. Replacement of the front steps to the main door of the High School. This would require making the front entrance handicap accessible. Our last estimate was approximately \$53,000
4. Replacement of the HVAC system in the entire High School. Currently the building has 3 different systems.
5. Replacement of all the doors and locks in the 1931 and 1962 sections; with the gym doors being a priority.
6. Replacement of the gym floor. It can only be sanded 1 more time before we have to replace it.
7. Field Project
8. Project Banner committee to discuss with the Board if it will stay up or come down.
9. Tennis Courts need resurfacing.
10. Additional parking in front of the High School.
11. Fixing up gutter by tennis courts.

Elementary School

1. Sprinkler system for the front of the building \$14,000.
2. Removing the shrubs in front of the building.
3. Elementary School Boiler project chimney liner to be completed this week and boilers will be fired up after school hours. Once this project is complete the dumpster will be put back in place.
4. The committee walked the entire building.
5. All of the windows in the 1953 section need to be replaced. Bernie suggested the same windows that are in the new addition.
6. Developing a planting design for the courtyard was discussed.
7. Removal of the fence by Pod A was discussed.
8. Plantings, for the back step garden area, were discussed (no sea grass).

9. The wooden fence by the garden was discussed; fire hazard.
10. The committee observed that the vegetation behind the Elementary School was cut back and a desnaging permit for the stream was discussed. The County mosquito control commission has asked to take care of that area.
11. The committee visited the storage areas under the school and behind the school.
12. The committee recommended putting porous pavers by the tables for students behind the Elementary School and by the bike racks on the side of the school.
13. The committee discussed creating a stage area in the cafetorium to eliminate the need to break down and set up the stage and choral risers and to allow for better use of the space.

The committee further recognized that the district need better procedures for approving any changes to school property. They talked about addressing this through Board Policy as well as asking the Principals in each building to make sure organizations in their schools are following this policy and procedure.

**BOARD OF EDUCATION OF THE BOROUGH OF
MANASQUAN, IN THE COUNTY OF MONMOUTH**

SEPTEMBER 25, 2012

RESOLUTION

RECITALS:

A. Geraldine Margin ("Ms. Margin") is presently employed by the Board of Education of the Borough of Manasquan, in the County of Monmouth ("Board") as Superintendent of Schools;

B. Ms. Margin is presently on administrative leave and has entered into a Separation Agreement ("Agreement") with the Board, the terms and conditions of which the Board has had an opportunity to review in closed session;

C. The Agreement will not be effective until approved by the Commissioner of Education of the State of New Jersey ("Commissioner"); and

D. Having reviewed the terms and conditions of the Agreement, the Board does by these presents approve the Agreement, subject to its final approval by the Commissioner.

NOW THEREFORE BE IT RESOLVED, as follows:

1. The Recitals set forth above are incorporated into and made a part of this Resolution.

2. The Board hereby agrees to the form and content of the Agreement and directs its President and Secretary to sign same and to take any and all other actions reasonably necessary to implement the terms and conditions of the Agreement.

3. The Board does by these presents accept the resignation of Ms. Margin effective October 31, 2012.

4. The Board recognizes that the Agreement and the letter of resignation of Ms. Margin will not become final nor become public documents unless and until approved by the Commissioner.

MARGARET HOM, Board Secretary