

MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Manasquan Borough
New Jersey
August 21, 2012

Manasquan Elementary School
Cafeteria
7:00 p.m.

Work Agenda

1. Call to Order

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.

2. Pledge of Allegiance

3. Roll Call

Julia Barnes, Thomas Bauer, Jack Campbell, Michele Degnan-Spang, Linda DiPalma, Mark Furey, Michelle LaSala, Michael Shelton, Katherine Verdi, Patricia Walsh, John Winterstella

4. 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.

5. Statement to 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.

6. Acceptance of Minutes

08/28-01

Recommend **approval** of 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 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 exist.

7. Presentations

- Strategic Planning

8. Reports

- District Goals
- Policy
- Building and Grounds

9. Superintendent's Report & Information Items

08/21-02 Recommend **approval** of the acceptance of the Superintendent's Reports as listed below:

Enrollment Report – **Document A**
Suspension, Bus & Fire Drill Reports- **Document B**
HIB Report **Document C**

10. Public Comment on Agenda

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

11. Manasquan

08/21-03 Recommend **approval** of the **Elementary School personnel as specified in Document D**.

08/21-04 Recommend **approval** of the **Elementary School Professional Days and Field Trips** submitted as per – **Document E**.

08/21-05 Recommend **approval** of staff member request (1) to enroll their child as a parent paid tuition student at the Manasquan Elementary School for 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)

08/21-06 Recommend **approval** of **Early Child Care** program provided by **MOESC (SACC)**. (All expenses incurred to be paid by parents).

08/21-07 Recommend **approval** of the following Change Orders for the Elementary School Boiler Project:

Original Contract Cost (De Sesa Engineering Co., Inc.):	\$357,500.00
Change Order #1: 4" Flanged Plug Valve incl. Flanges (\$500.00):	\$ 2,541.00
16 Steam Fitter Manhours (\$1,600)	
Change Order #2: Change from Welded Fittings to Victaulic Fittings	\$ (3,900.00)
Revised Total:	\$356,141.00

- 08/21-08 Recommend **approval** of 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 30th of the ensuring year, in accordance with the terms of the agreement on file in the Board Office.
- 08/21-09 Recommend **approval** of Elnora Williams of **Pediatric Occupational Therapy** to provide occupational therapy services for the **2012-2013 SY** at a rate of **\$80.00** per hour for 6 hours per week, not to exceed **\$17,280.00**.
- 08/21-10 Recommend **approval** of Michael O'Boyle of **AAA Physical Therapy** to provide physical therapy services for the **2012-2013 SY** at a rate of **\$80.00** per hour for 1 hour per week, not to exceed **\$2,880.00**.
- 08/21-11 Recommend **approval** of Barbara O'Boyle of **AAA Physical Therapy** to Provide physical therapy services for the **2012-2013 SY** at a rate of **\$80.00** per hour for 18 hours per week, not to exceed **\$51,840.00**.
- 08/21-12 Recommend **approval** that the following prices be charged to students and adults for lunches and milk – for the **2012-2013 SY**:
- Paid Type Lunch for Students: **\$2.50 (ES K-4) \$2.75 (ES 5-8) \$3.00 (HS)**
Paid Lunch for Adults **\$3.50**
Reduced Type A Lunch for Students - **\$.40**
A la cart milk half-pint for Students - **\$.45**
A la cart milk per half-pint for Adults - **\$.50**
- 08/21-13 Recommend **approval** of the application for change in use of the Elementary School Media Storage room to a Special Education Classroom as per **Document ____**.
- 08/21-14 Recommend **approval** of a one hour delayed opening for the **High School Professional Learning Communities** on the following dates: **October 22, December 17 and February 25**.
- 08/21-15 Recommend **acceptance** of the following **Financial Reports, Elementary School Central Funds Report and Payment and Confirmation of Bills (Capital Expense)** as noted in **A, B, and C**:
- A) Secretary's Financial & Investment Report as per **Document ____**
B) Elementary School Central Funds Report as per **Document ____**
C) Bills and Confirmation of Bills (Capital Expense)
- A) The Business Administrator/Board Secretary certifies that as of **July 30, 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.
- Be It Resolved:** 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 **July 30, 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.
- Recommend acceptance** of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **July 30, 2012** per **Document ____**. (The

Treasurer of School Moneys Report for the month of **July 2012** is on file in the Business Office and is in balance with the Secretary's Report)

Pursuant to N.J.A.C. 6:20-2A.10(e), we the members of 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, certify that as of **July 30, 2012** it is to the best of our knowledge that no major account fund has been 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 approves the **transfers** made with line item accounts of the current expense portion of the **2011-2012 budgets** for **July** and **August** as recommended by the Superintendent of Schools, as per **Document ____**.

B) **Recommend acceptance** of the **Elementary School Central Funds Report** for the month ending **July 30, 2012**, as per **Document ____**.

C) **Be It Resolved:** that the **Bills (Capital Expense)** in the amount of **\$ ____** for **August 2012** be approved. Record of checks **# ____**, distributions are on file in the Business Office.

Confirmation of Bills (Capital Expense) for July 2012 at
\$ ____ and checks (# ____).

12. Manasquan/Sending Districts

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|-----------------|---|
| <u>08/21-16</u> | Recommend approval of the High School personnel as specified in Document <u>1</u> . |
| <u>08/21-17</u> | Recommend approval of the High School Professional Days and Field Trips submitted as per Document <u>2</u> . |
| <u>08/21-18</u> | Recommend approval of the students for treatment and/or placement as prescribed by the Child Study Team as per Document <u>3</u> . |
| <u>08/21-19</u> | Recommend approval of the revised K-12 Curriculum as per Document ____ . |
| <u>08/21-20</u> | Recommend approval for the Manasquan Board of Education to use the Sea Girt Camp Ground for regularly scheduled sports practice sessions and games for the 2012-2013 SY at a cost of \$5,610.00 . |
| <u>08/21-21</u> | Recommend approval of the Facility Rental Agreement with The Atlantic Club for use of the Atlantic Club Fieldhouse for the 2012-2013 Boy's and Girl's 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 & Girls Soccer Team Parent Groups will be responsible for payment of this expense and for the cost of the Athletic Trainer. |
| <u>08/21-22</u> | Recommend approval of 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) |
| <u>08/21-23</u> | Recommend approval of 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) |
| <u>08/21-24</u> | Recommend approval of 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)

- 08/21-25 Recommend **approval** to extend the agreement with the **Alliance for Competitive Energy Services ("ACES") Bid Cooperative Pricing System** for the purchase of natural electric supply services for the **2012-2013 SY**.
- 08/21-26 Recommend **approval** 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 **2012-2013 SY**.
- 08/21-27 Recommend **approval** of application for change in use of the High School Faculty/Copier room to an **In School Suspension (ISS)** room, as per **Document ____**.
- 08/21-28 Recommend **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 ____**.
- B) Purchase Orders as per **Document ____**.
- C) Cafeteria Report as per **Document ____**.
- D) Bills and Confirmation of Bills (Current Expense)

- A) **High School Central Funds Report** for the month ending **July 30, 2012** as per **Document ____**.
- B) **Purchase Orders** for the month of **July 2012**, be approved, as per **Document ____**.
- C) **Recommend acceptance** of the **Cafeteria Report** for the month ending **July 30, 2012**, as per **Document ____**.
- D) **Be it Resolved:** that the **Bills (Current Expense)** in the amount of **\$ _____** the month of **August 2012** be approved. Records of Checks (**# _____ - # _____**) and distributions are on file in the Business Office.
Confirmation of Bills (Current Expense) for August 2012 at
\$ _____ and checks (# _____ - # _____).

13. Old Business/New Business

- Student Resource Officer (SRO)
- Random Student Drug Testing (RSTD) for Middle School
- Bylaw #0142 Board Member Qualifications, Prohibited Acts and Code of Ethics

14. Public Forum

15. Sunshine Law Resolutions

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

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:

- ☐ 1. Matters rendered expressly confidential by state or federal law or a rule of court.
- ☐ 2. Matters in which the release of information would impair a right to receive funds from the United States Government.
- ☒ 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).
- ☐ 4. Pending or anticipated negotiations concerning a collective bargaining agreement with the ☐ Association.
- ☐ 5. Any matter involving the purchase of real property with public funds, the setting of banking rates or investment of public funds.
- ☐ 6. Any tactics and techniques utilized in protecting the safety and property of the public or any investigations of violations or possible violations of law.
- ☐ 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 extent confidentiality is required in order for the attorney to exercise his or her ethical duties as an attorney.
- ☐ 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.
- ☐ 9. Any deliberations that may result in the imposition of a civil penalty or suspension.
- ☐ 10. Any appointment of a public official.

NOW, THEREFORE, BE IT RESOLVED, the Manasquan Board of Education will hold a closed executive session immediately . It is anticipated that the closed session will not last longer than 30 minutes. [Action may be taken during the public portion of the meeting following the recess of the executive session] or [the Board of Education will not be returning to public session after the closed session].

16. Adjournment

08/21-29 Motion to Adjourn

AUGUST 28, 2012

DOCUMENT D

ELEMENTARY SCHOOL PERSONNEL

THE CHIEF SCHOOL ADMINISTRATOR RECOMMENDS THE FOLLOWING
ELEMENTARY SCHOOL PERSONNEL TO THE BOARD OF EDUCATION:

1. Recommend **approval** of the following **paraprofessional** to work **2 ½ hours per day Monday through Friday** for the **2012 – 2013 SY** at a rate of **\$17.50/hour**:

Sheri Trainor

2. Recommend **approval** of the **placement** of the following **student teachers**:

Nicole Harrison – September 4, 2012 through December 14, 2012 – Georgian Court University
Elementary and Special Education

3. Recommend **approval** for the following teachers to work **5 hours each** at **\$30.00/hour** prior to the start of school for lesson planning:

Carmen Rodriguez
Linda Bradley

Nancy Barrett
Desiree Faul

Kristen Minutoli

Lauren Kelly

HIGH SCHOOL PERSONNEL

THE CHIEF SCHOOL ADMINISTRATOR RECOMMENDS THE FOLLOWING HIGH SCHOOL/DISTRICT PERSONNEL TO THE BOARD OF EDUCATION:

1. Recommend **approval** for the following custodians to receive a stipend of \$450.00 for receiving a **Black Sealer Boiler License** effective **July 1, 2012**:

Cory Schnebel

Kevin DeForge

2. Recommend **approval** of the following **non paid volunteers** for the **2012-2013 SY**:

Matthew Voskian

- Assistant Football Coach

William Bertscha

- Assistant Football Coach

Alexander Vasilenko

- Assistant Football Coach

Jay Price, Sr.

- Assistant Football Coach – *pending substitute certification*

3. Recommend **approval** to *rescind* the following appointment for **extracurricular/coaching assignments** for the **2012-2013 SY**:

James Fagen

- Ice Hockey Coach

4. Recommend **approval** of the following **substitutes** for the **2012-2013 SY**:

Jeffrey Hoffman

- Teacher

Dana Tamburello

- Teacher

Jay Price, Sr.

- Teacher

5. Recommend **approval** of the following appointments for **extracurricular/coaching assignments** for the **2012-2013 SY**: *Salary to be determined when contract negotiations are finalized*

Carol Kooklin

- Amnesty International

Dana Tamburello

- Assistant Cheerleading Coach for the Fall Season and
Varsity Coach for the Winter Season at Step 2

Marianne Caci

- Art Club Co-Advisor

Nicole Caravella

- Art Club Co-Advisor

6. Recommend **approval** of the **appointment** of Antoinette Capodanno, TLR.HS.LTRT.FL.03, as an **ESL Teacher** for the **2012-2013 SY** at **Step 5D** – as a long term replacement for *TCH.HS.ESL.FL.01 (4420)* – *salary to be determined when contract negotiations are finalized. (Pending criminal history approval)*
7. Recommend **approval** for Cheryl Bontales to work 1 day prior to **August 31, 2012** at a per diem rate of **\$270.00**.

HIGH SCHOOL REQUESTS FOR PROFESSIONAL DAYS SUBMITTED AUGUST 2012

DOCUMENT 2

<u>DATE</u>	<u>NAME</u>	<u>ASSIGNMENT / DESTINATION</u>	<u>PURPOSE</u>	<u>SUB</u>	<u>OTHER BD. COSTS</u>
13-Sep-12	Sean McCarthy	Jamesburg	HSPA Training	No	\$21.08 mileage

CENTRAL ADMINISTRATION REQUESTS FOR PROFESSIONAL DAYS

2012-2013 SY	Geraldine Margin	Crowne Plaza, Monroe	NJASA One-Day Seminar Program	No	\$450 registration \$22.65 mileage ea. Seminar
12-Oct-12	Jesse Place	Monroe Township	Social Media, Schools and the Law	No	\$147 registration \$20.09 mileage
9-Sep-12	Michelle LaSala	Atlantic Heights Elementary School	Monmouth County School Boards Association meeting	No	None
October 3, November 14, March 13, May 15	Geraldine Margin	Monmouth University	Superintendents' Academy	No	\$350 registration \$7.20 mileage ea. Session