

# **MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION MEETING**

Manasquan Borough  
Manasquan High School Media Center  
March 5, 2013  
7:00 P.M.  
SPECIAL ACTION MEETING

## **AGENDA**

### **1. Call to Order**

Opening Statement: Pursuant to N.J.S.A. 10:4-10, notice of this meeting has been provided by publication in the Asbury Park Press, 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 (Brielle)	Michele Degnan-Spang (SLH)	Thomas Pellegrino
Thomas Bauer	Linda DiPalma	Michael Shelton
Jack Campbell	Mark Furey (Belmar)	Katherine Verdi
Kenneth Clayton	Michele LaSala, President	Patricia T. Walsh

### **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 with the New Jersey Core Curriculum Content Standards, and function within the community that regards student, 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 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.

### **6. 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.

## MANASQUAN

### **7. General Items:**

#### **Adjustment Enrollment**

**RESOLVED** that the Manasquan Board of Education includes in the proposed budget the adjustment for enrollment in the amount of \$ 0.00. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

#### **Adjustment Health Benefits**

**RESOLVED** that the Manasquan Board of Education includes in the proposed budget the adjustment for increases costs of health benefits in the amount of \$ 0.00. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

#### **Adjustment PERS Pension**

**RESOLVED** that the Manasquan Board of Education includes in the proposed budget the adjustment for deferral of the PERS pension cost and the additional interest incurred in the amount of \$ 0.00. The district intends to utilize this adjustment for the purpose of paying the additional interest charges.

#### **Adjustment Responsibility Transferred**

**RESOLVED** that the Manasquan Board of Education includes in the proposed budget the adjustment for increase (decrease) of costs associated with the transfer of responsibilities in the amount of \$ 0.00. The district intends to utilize this adjustment for increase (decrease) for the costs.

#### **Adjustment Banked Cap**

**RESOLVED** that the Manasquan Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$ 0.00 for the purposes of n/a. The district intends to complete said purposes by June 2014.

#### **Capital Reserve Account Withdrawal ( N/A)**

**RESOLVED** that the Manasquan Board of Education requests the approval a capital reserve withdrawal in the amount of \$ 0.00. The district intends to utilize these funds for the n/a at the n/a School.

#### **Capital Reserve Account Deposit ( N/A)**

**RESOLVED** that the Manasquan Board of Education requests the approval a capital reserve deposit in the amount of \$ 0.00. The district intends to utilize these funds for the n/a at the n/a School.

**Travel and Related Expense Reimbursement  
2013-2014**

**WHEREAS**, the Manasquan Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

**WHEREAS**, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

**WHEREAS**, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

**WHEREAS**, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

**THEREFORE, BE IT RESOLVED**, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

**BE IT FURTHER RESOLVED**, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$ 50,000.00 for all staff and board members.

**Adoption of Tentative Budget  
2013-2014**

**BE IT RESOLVED** that the tentative budget be approved for the 2013-2014 School Year using the 2013-2014 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2013-14 Total Expenditures	22,597,482	342,370	1,051,535	23,991,387
Less: Anticipated Revenues	<u>9,941,531</u>	<u>342,370</u>	<u>1,035</u>	<u>10,284,936</u>
Taxes to be Raised	<u>12,655,951</u>	<u>0</u>	<u>1,050,500</u>	<u>13,706,451</u>

And to advertise said tentative budget in THE COAST STAR in accordance with the form suggested by the State Department of Education and according to law; and

**BE IT FURTHER RESOLVED**, that the Manasquan Board of Education approve the amendment to the Maximum Capital Reserve Account and M-1, as per **Document A**.

**BE IT FURTHER RESOLVED**, that a public hearing be held in the Manasquan High School Media Center, Manasquan, New Jersey on March 26, 2013 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2013-2014 School Year.

## **8. 2013-2014 Tuition Rates**

**BE IT RESOLVED** that the Manasquan Board of Education approve the following 2013-2014 Tuition Rates.

Manasquan High School -	\$13,100.00
Manasquan Elementary School	
Kindergarten -	\$13,690.00
Grades 1 – 5 -	\$12,870.00
Grades 6 – 8 -	\$13,180.00
L/LD -	\$17,875.00
PSH – PT -	\$ 9,570.00
PSH – FT -	\$19,140.00
MD -	\$40,405.00

## **9. Old Business/New Business**

### **10. Public Forum**

### **11. 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 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
- ☒ 4. Pending or anticipated negotiations concerning a collective bargaining agreement with the MEA Association. (10 minutes)
- ☐ 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 (10) minutes. The Board of Education will not be returning to public session after the closed session.

**12. Adjournment**

Motion to Adjourn

NJ DEPARTMENT OF EDUCATION  
**SCHOOL FACILITIES**

DOCUMENT A

**Form M-1**

**Annual Maintenance  
Budget Amount Worksheet  
Per N.J.A.C. 6A:26A**

County

**Monmouth****Current Area Cost Allowance per SF**

**\$ 143.00**

**District Name**

## Manasquan

District contact name

Margaret Hom

**District Number**

2930

District contact phone

(732) 528-8803 x4

**Filing Date**

**9/25/2012**

**District contact e-mail**

phom@manasquanboe.org

[illegible]**Max. Maintenance Reserve Amount (4% of column D)**

\$	1,309,628
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**Current District Maintenance Reserve Amount**

\$	1,265,028
\$	-

**Prepared by:**

**District School Business Administrator**

Print Margaret M. Horn

**Date** 9/25/2012

*Sign*

