

MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Manasquan Borough
Manasquan High School Media Center
March 26, 2013
6:00 P.M.

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)	Tom Pellegrino
Thomas Bauer	Linda DiPalma	Michael Shelton
Jack Campbell	Mark Furey (Belmar)	Katherine Verdi
Kenneth Clayton	Michelle LaSala, President	Patricia 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. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Regular Open Business Meeting and Closed Executive Session of Tuesday, February 26, 2013 and the Special Action Meeting of Tuesday, March 5, 2013.

7. Reports

8. Superintendent's Report & Information Items

Recommend approval of the acceptance of the Superintendent's Reports as listed below:

- Monica Murphy – Can Sculpture
- National Academy Foundation Recognition

- **Enrollment Report for February 2013 - District Total – 1,612**

Elementary School

<u>Grade</u>	<u>Students</u>	<u>Sections</u>
Kindergarten	70	4
1 st	74	4
2 nd	52	3
3 rd	75	3
4 th	78	4
5 th	70	3
6 th	62	3
7 th	90	4
8 th	77	4
Pre-schl. Hand.	5	1
MD	4	
LD	1	
TOTAL	658	

High School

<u>Town</u>	<u>Grade 9</u>	<u>Grade 10</u>	<u>Grade 11</u>	<u>Grade 12</u>	<u>Totals</u>
Avon	7	4	5	6	22
Belmar	30	23	23	22	98
Brielle	47	72	67	55	241
Lake Como	7	14	16	10	47
Manasquan	77	60	76	60	273
Sea Girt	7	8	7	9	31
Spring Lake	12	11	16	20	59
Spring Lake Heights	34	35	29	25	123
Employee	1	0	0	0	1
Parent Paid	0	1	1	1	3
MD	1	0	0	0	1
LLD	4	5	0	0	9
Sub-totals	227	233	240	208	908

Shared-time

<u>Town</u>	<u>Grade 9</u>	<u>Grade 10</u>	<u>Grade 11</u>	<u>Grade 12</u>	<u>Totals</u>
Avon	0	0	0	0	0
Belmar	2	3	3	2	10
Brielle	0	0	4	5	9
Lake Como	1	3	2	1	7
Manasquan	0	0	2	5	7
Sea Girt	0	0	0	0	0
Spring Lake	1	0	0	0	1
Spring Lake Heights	1	0	1	1	3
Parent Paid	0	0	0	0	0
LLD/Voc shared time	3	0	3	3	9
Sub Totals	8	6	15	17	46
HS TOTALS	235	239	255	225	954

• **Attendance Comparison, Tardy Report, Suspension, Bus & Fire Drill Reports**

High School	Attendance Percentage	Average Daily Enrollment	Average Daily Attendance		Elementary School	Attendance Percentage	Average Daily Enrollment	Average Daily Attendance
Sept 2011 Sept 2012	95.54 95.74	1003 944.33	962.52 908.42		Sept 2011 Sept 2012	97.745 97.631	679.944 661.222	665.056 645.889
Oct 2011 Oct 2012	94.7 95.53	991.48 937.47	943.88 899.82		Oct 2011 Oct 2012	96.84 97.216	677.3 663.526	656.65 645.737
Nov 2011 Nov 2012	95.3 96.08	985.94 937.04	944.11 902.81		Nov 2011 Nov 2012	95.682 96.539	681.944 657.846	653.167 635.846
Dec 2011 Dec 2012	94.02 93.48	983.97 933.13	930.32 874.93		Dec 2011 Dec 2012	95.48 95.812	683.176 655.8	653.824 629.2
Jan 2012 Jan 2013	94.29 93.81	985.4 935.41	935.35 935.35		Jan 2012 Jan 2013	95.383 94.561	683.4 656.818	654 621.318
Feb 2012 Feb 2013	93.04 92.6	981.19 934.5	918.22 872.58		Feb 2012 Feb 2013	95.704 92.91	680.813 657.444	653.75 611.222
Mar 2012 Mar 2013	93.24	975.98	915.37		Mar 2012 Mar 2013	95.539	682.682	654.227
Apr 2012 Apr 2013	93.26	977.33	924.07		Apr 2012 Apr 2013	96.051	683.667	659.933
May 2012 May 2013	91.12	978	905.89		May 2012 May 2013	96.125	685	660.909
Jun 2012 Jun 2013	92.56	976	920.17		Jun 2012 Jun 2013	95.766	685	658

High School Tardy	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
1	124	183	143	195	192	162				
2	43	66	41	71	88	77				
3	13	27	10	30	45	29				
4	1	18	5	18	24	19				
5	4	11	2	1	15	5				
6	2	10	3	2	5	6				
7	2	1		1	3	3				
8	0	0			2	2				
9	2	0			2	2				
10	0	0			1	0				
11	0	0			0	1				
12	1	0			0	0				
13					0	0				
14					0	0				
15					1	0				
16										
17										
18										
19										
20										
TOTAL STUDENTS	192	316	204	318	378	306				
TOTAL TARDIES	329	590	303	523	784	606				

High School	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
OUT OF SCHOOL SUSPENSIONS											
Pushing another student		1									1
Profanity to staff		1		1							2
Threatening another student		1									1
Possession/use of drugs			4		1						5
Leaving school grounds				1		1					2
Disrespectful to staff				1							1
Disrespectful behavior				1							1
Open Defiance					2	2					4
Danger to others					1						1
Verbal Threat						1					1
IN-SCHOOL SUSPENSIONS											
Defiance	1										1
Truancy		3				1					4
Failure to report to Saturday Detention		5		1	3	4					13
Cutting Class		3	3	1	3						10
Accumulation of Demerits					1	2					3
Under the Influence					1						1
Profanity						1					1
NUMBER OF INDIVIDUAL SUSPENSIONS	1	14	7	6	12	12					52
Saturday Detention	5	10	0	7	20	4					46
Smoking-Insight Program											
Students Suspended 1 Time	27										
Students Suspended 2 Time	4										
Students Suspended 3 Time	3										
Students Suspended 4 Time	2										
TOTAL SUSPENSIONS TO DATE	52										
TOTAL INDIVIDUAL STUDENTS SUSPENDED TO DATE	36										

Elementary School	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Tardy											
Profanity											
Cut Detention/Class											
Leaving school grounds											
Smoking											
Willful Disobedience											
Truant											
Forged Note											
Fighting											
Conduct of Such Character											
Destruction of School and Personal Property											
Threatening Staff Member											
Threatening Student											
Disturbance in Class											
Harassment of Student											
Possession of Drugs/Alcohol					2						2
Insubordination											
Possession of Stolen Property											
Possession of Weapon											
Simple Assault											
TOTAL					2						2

<u>DATE OF DRILL</u>	<u>TIME OF DRILL</u>	<u>LENGTH OF DRILL</u>	<u>COMMENTS</u>	<u>SECURITY DRILL</u>
HIGH SCHOOL				
September 7	7:47 AM	8 minutes	Fire Drill	
September 24	9:15 AM			Evacuation
October 4	1:53 PM	7 minutes	Fire Drill	
October 23	8:00 AM			Lockdown
November 26	9:15 AM	30 minutes		Evacuation
November 29	1:30 PM	7 minutes	Fire Drill	
December 12	1:35 PM	7 minutes	Fire Drill	
December 18	2:10 PM	15 minutes		Shelter in Place
January 14	9:15 AM	7 minutes	Fire Drill	
February 12	1:15 PM	8 minutes	Fire Drill	
March				
April				
May				
June				
ELEMENTARY SCHOOL				
September 11	1:45 PM	6 minutes	Fire Drill	
September 26	9:00 AM	30 minutes		Lockdown
October 9	8:05 AM	6 minutes	Fire Drill	
October 12	9:00 AM	6 minutes	Fire Drill	
October 24	10:40 AM	30 minutes		Lockdown
November 13	1:39 PM	6 minutes	Fire Drill	
November 16	10:30 AM	30 minutes		Evacuation
November 30	11:55 AM	6 minutes	Fire Drill	
December 6	8:45 AM	6 minutes	Fire Drill	
December 13	12:35 PM	6 minutes	Fire Drill	
December 19	1:15 PM	30 minutes		Lockdown
January 7	2:00 PM	6 minutes	Fire Drill	
January 29	10:25 AM	30 minutes		Evacuation
February 22	10:45 AM	20 minutes	Fire Drill	
February 26	10:00 AM	30 minutes		Lockdown
March				
March				
March				
April				
April				
April				
May				
May				
May				
June				
June				
June				

- HIB Report

MHS	Date	Student Victim ID	Student Accused ID	Determination	Discipline/ Remediation
Case #5	2/25/2013	14888	14889	Not HIB	

9. Board Committee Reports

- Student Representative Report
- Community Relations
- Curriculum and Instruction
- Facility and Grounds
- Finance
- Negotiations
- Personnel
- Policy and Safety and Nutrition

10. Presentations

- Budget Presentation for the Public

11. 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

General Items

- 12. Recommend approval** of the adoption of the final **2013-2014 School District Budget** as listed, and the advertised budget as per **Document A**.

Adjustment Enrollment

RESOLVED that the Manasquan Board of Education includes in the final 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 final 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 final 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 final 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 final 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 Final Budget
2013-2014**

BE IT RESOLVED that the **Final 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 final 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>

13. Recommend **approval** of the appointment of Maureen Kelley, as an independent contractor/psychologist at a rate of \$300.00 a day during the months of January and February 2013, not to exceed 20 days.
14. Recommend **approval** to submit the 2012-2013 application for Extraordinary Aid in the amount of \$253,900.00
15. Recommend **approval** to renew the agreement with Middlesex Regional Educational Services Commission for nonpublic services for the 2013-2014 SY, as per agreement on file in the Board Office.
16. Recommend **approval** to accept a parent donation of \$200.00 for the Elementary School Band.
17. Recommend **approval** for **Leadership Advantage** to conduct the search for the next **Superintendent** of the **Manasquan School District (at a cost of \$9,500.00).**
18. Recommend **approval** of the payment of the insurance deductible for legal services provided by Methfessel & Werbel, Esqs., in an amount not to exceed \$5,000.00 (Matter ID: 76563)
19. Recommend **approval** for the **Manasquan Board of Education** to **reject** the **bids** for the **Manasquan Elementary School Data Wiring Project**. The 1st and 2nd lowest bids did not meet all requirements of the specifications. The 4th bid exceeded the estimated budget. The specifications will be revised.
The bid results are listed below:

Coastal Communications Group 6820C North Crescent Blvd. Pennsauken, NJ 08110	\$131,734.00
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Kane Communications 572 Whitehead Road Trenton, NJ 08619	\$137,259.00
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New Jersey Business Systems 7C Marien Drive Robbinsville, NJ 08691	\$162,000.00
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RFP Solutions Inc. 10-F Greenwood Avenue Woodbury, NJ 08096	\$157,936.92
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20. Recommend **approval** to re-advertise for bids for the Manasquan Elementary School Data Wiring Project.
21. Recommend **approval** of Dr. Worth, Psychiatrist, to conduct psychiatric evaluation at a rate of \$500.00 for elementary student #281437 as part of a Child Study Team Evaluation.
22. Recommend **approval** of Dr. Worth, Psychiatrist, to conduct psychiatric evaluation at a rate of \$500.00 for elementary student #18248 as part of a Child Study Team Evaluation.
23. Recommend **approval** to reimburse Belmar Elementary School for substitute for days in which Special Education Student (#18248) is assigned to in-school suspension at a cost of \$90.00 a day not to exceed \$3,600.000 (40 days), effective 3/28/2013 to 6/24/2013.
24. Recommend **approval** of the 2nd reading of new and revised **Manasquan Board of Education Bylaws and Policies** as listed below, available at the Board of Education Office:

BYLAWS

0132 Executive Authority (Revised)

POLICIES

2415 No Child Left Behind Programs (Revised)

2468 Independent Educational Evaluations (New)

3230 Outside Activities (Revised)

3281 Inappropriate Staff Conduct (Revised)

4230 Outside Activities (Revised)

4281 Inappropriate Staff Conduct (Revised)

6113 E-Rate (New)

6163 Advertising on School Property (New)

6480 Purchase of Food Supplies (Revised)

8505 School Nutrition (Revised)

25. Recommend **approval** of Xanadu Behavior Therapy, Inc., to conduct Functional Behavioral Assessment, at a rate of \$125. 00 per hour (for 4 hours), not to exceed \$500.00, for elementary student #18248 as part of a Child Study Team Evaluation.

Personnel

26. Recommend **approval** to **rescind** the **appointment** of **Maureen Kelley, Elementary School Psychologist**, for the month of **January 2013** for **20 days** at a rate of **\$300.00 a day**. (*hired as an independent contractor*)

27. **Unpaid Leave of Absence**

Recommend **approval** of an **unpaid leave of absence** for:

TCH.ES.ELEM.01.02 (4081) to begin **May 17, 2013** through **May 22, 2013**.

28. **Resignation**

Recommend **approval** to **accept** the **resignation** of **Margaret Ciufu**, **NRS.ES.NURS.FL.04, Elementary School Nurse**, effective **March 29, 2013**.

29. **Volunteers**

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

Assistant Baseball Coach **Douglas Wells**

30. **Professional Days**

Recommend **approval** of the **attendance** of **staff members** at **conferences/workshops** indicated below:

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
March 12, 2013	Nancy Sanders	FEA, Monroe Township	School Crisis, Emergency and Safety Planning	No	\$147 registration \$20.27 mileage
April 12, 2013	Margaret Polak Robert Kehoe	Eatontown	County meeting with Dr. McCluskey as the guest speaker	No	\$7.13 mileage
April 19, 2013	Margaret Polak	Piscataway	Best Practices in Transition Planning	No	\$26.50 mileage

April 30, 2013	Lorissa Voorhees Susan VanNote	Monmouth Regional High School	LDTC meeting	No	\$9.61 each mileage
May 29 & 30, 2013	Karen Crawley	New Brunswick	NJ TESOL/NJBE 2013 Spring Conference	Yes	\$259 registration
May 29 & 30, 2013	Erin Saponara	Richard Stockton College	NJ Anti-Bullying Conference	No	\$199 registration \$72.17 mileage

Student Action

31. Field Trips

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
April 17, 2013	Colleen Graziauo	6 th Grade	Medieval Times	To see a historical production of the ceremonies of medieval times.	Yes - 8	None	Students

Secretary's Report

32. Recommend acceptance of the following Financial Reports, Elementary School Central Funds Report, Purchase Orders and Payment and Confirmation of Bills (Current Expense) as noted in A, B, C and D:

- A) Secretary's Financial & Investment Report as per Document B.
- B) Elementary School Central Funds Report as per Document C.
- C) Purchase Orders as per Document D.
- D) Cafeteria Report as per Document E.
- E) Bills and Confirmation of Bills (Current Expense)

- A) The Business Administrator/Board Secretary certifies that as of **February 28, 2013** 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; that the amount of district taxes, excluding debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,109,325.16** and that Manasquan Borough Council is hereby requested to place in the hands of the Treasurer of School Moneys that amount within the 30 days in accordance with the statutes relating thereto.

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 **February 28, 2013** 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 **February 28, 2013** per Document B. (The Treasurer of School Moneys Report for the month of **February 2013** 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 **February 28, 2013** it is to the best of our knowledge that no major account

fund has been expanded 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 **2012-2013 budgets for February and March** as recommended by the Superintendent of Schools, as per **Document B**.

- B) Recommend acceptance of the Elementary School Central Funds Report for the month ending February 28, 2013 as per Document C.**
- C) Purchase Orders for the month of March 2013 be approved, as per Document D.**
- D) Recommend acceptance of the Cafeteria Report for the month ending February 28, 2013 as per Document E.**
- E) Be It Resolved: that the Bills (Current Expense) in the amount of \$1,510,566.37 for the month of March 2013 be approved. Records of, checks (#32420 - #32496) and distributions are on file in the Business Office.**
- F) Confirmation of Bills (Current Expense) for February 2013 at \$2,005,711.21 and checks (#32295-#32419).**

MANASQUAN/SENDING DISTRICTS

General Items

- 33. Resolved: that the Manasquan Board of Education recognizes the Teacher of the Year recipients **Marc Reid, Elementary School** and **Eric Wasnesky, High School**, and further recommend approval to award said recipients \$250.00 each to match the \$250.00 given to each teacher from the PTO's to be spent on an additional piece of equipment or material selected by them for classroom use.**
- 34. Recommend approval to advertise for bids for the 2013 – 2014 SY Printing Services.**
- 35. Recommend approval of the open lunch program for seniors qualifying beginning April 8, 2013 through June 14, 2013 (based on grade point average).**
- 36. Recommend approval of the following off-site facilities to be used for practice in inclement weather at no cost to the district:**
 - Baseball – The Sports Center, 2512 Tilton Corner Road, Wall, NJ
 - Softball – Wall Pop Warner Indoor Facility, 1906 Baileys Corner Road, Wall, NJ
 - Boys/Girls Lacrosse – Good Sports, Highway 138, Wall, NJ
 - Boys Tennis – The Atlantic Club, 1904 Atlantic Avenue, Manasquan, NJ
- 37. Recommend approval of the following off-site facility to be used for practice during the 2012-13 Spring Track season for the High School Girl's and Boy's Track Team at no cost to the district:**
 - Wall High School Track Facility
- 38. Recommend approval of the proposed date changes to the end of the third marking period and in the mid-term testing schedule. The dates are to be amended as follows:**

End of the 3rd Marking Period – Monday, April 15

Mid Term Schedule 2013

Tuesday, April 16th

Block 5 Exam 7:38 a.m. – 9:38 a.m.
 Passing 9:38 a.m. – 9:53 a.m.
Block 3 Exam 9:53 a.m. – 11:53 a.m.
 Passing 11:53 a.m. – 12:08 p.m.
Block 4 Exam 12:08 p.m. – 2:08 p.m.

Wednesday, April 17th

Block 2 Exam 7:38 a.m. – 9:38 a.m.
 Passing 9:38 a.m. – 9:53 a.m.
Block 1 Exam 9:53 a.m. – 11:53 a.m.
 Passing 11:53 a.m. – 12:08 p.m.
Make-Ups 12:08 p.m. – 2:08 p.m.

39. Recommend **approval** of the Food Service Management Company Addendum between the Manasquan Board of Education and Simplified Culinary Services, Inc., which shall become incorporated and part of the Contract for Food Services entered into by the above parties on the 28th day of July 2009, witnesses that Simplified Culinary Services and the Manasquan Board of Education agree as follows:

**MANASQUAN BOARD OF EDUCATION
 SCHOOL FOOD SERVICE MANAGEMENT PROGRAM
 2013 – 2014**

All management/administrative fees must be specifically stated in the body of the contract. Contract which provide for management fees on a cents per meal or flat fee basis are allowed. 7CFR 210.16(a).c.
 This addendum begins on 7/28/2013 and ends on 7/27/2014.

Simplified Culinary Services will collect a flat fee of \$18,000.00 annually.

Simplified Culinary Services guarantees a return of \$4,000.00

Above guarantees are based upon similar operating conditions as previous school year. Service will not be interrupted as a result of fire, work stoppage, strike or school closing. In the event any of the foregoing conditions are not met during the school year, Simplified Culinary Services' guaranteed obligation shall be reduced by an amount equivalent to any increase in expenses or decrease in revenues which are attributable to the changes in such conditions.

40. Recommend **approval** for Whitehall Associates, Inc. to perform a demographic study at an amount not to exceed \$7,000.00. This fee includes one meeting, a draft and 5 copies of the final report. If additional meetings are required the fee will be \$175.00 per hour, which would be in addition to the \$7,000.00.
41. Recommend **approval** of **Holman/Frenia, Allison, P.C.** as financial consultants, at a cost not to exceed \$20,000, to identify areas of potential savings for the Manasquan School District and to provide assistance in the preparation of the FEMA's Community Disaster Loan Program.

Personnel**42. Coaching Resignations**

Recommend **approval** of the following **resignation**:

Weight Room Coordinator

Richard Griffith as of March 1, 2013

43. Coaching Appointments

Recommend **approval** of the following **coaching assignments** for the **2012-2013 SY**: **final stipend to be determined when contract negotiations are finalized*

Assistant Baseball Coach

Richard Griffith at Step 4 - \$3,300.00

Assistant Girl's Lacrosse Coach Ryan McGrath at Step 1 - \$2,400.00

Weightlifting Coach Peter Gibbs at a pro-rated stipend of \$8,000.00

44. Stipend Position

Recommend **approval** of the following appointment(s) for the **2012-2013 SY**:

Site Manager Justin Roach at a stipend of \$90.00 per event on an as needed basis

45. Substitutes

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

Kerry Brand – Teacher

Margaret Ciufu - Nurse

46. Professional Days

Recommend **approval** of the **attendance** of staff members at conferences/workshops indicated below:

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
2012 – 2013 School Year	Kevin Hyland	To be reimbursed .31 a mile for mileage related to job duties			Not to exceed \$200.00
March 15 & May 9, 2013	Claire Kozic, Sue Tellone, Eric Wasnesky, Lauren Gilbert, Rick Coppola	UMDNJ	Teacher and advisor meetings	Yes – 2	None
March 22, 2013	Michael Shelton	Trenton	School leadership during a crisis	No	\$27.12 mileage
April 10, 2013	Sandi Freeman	Neptune	Non-public transportation meeting	No	\$4.27 mileage
April 11, 2013	Jesse Place	Somerset	Government Technology Education Conference	No	\$75.00 registration \$26.91 mileage
April 17, 2013	Oriana Kopec	St. Catharine's School	Pronouncer at district Spelling Bee	Yes – ½ day	None
April 19, 2013	Oriana Kopec	Ocean Twsp. High School	Speak to faculty about moving to block scheduling	Yes- ½ day	None
April 19, 2013	Margaret Hom Bernie Bigley	Piscataway	Co-op vendor expo and workshop	No	\$24.10 each mileage
April 19, 2013	Rick Coppola	NJ State Bar Foundation, New Brunswick	Law related education conference	No	None
April 22, 2013	Craig Murin	Rider University	NJ Math Supervisor Conference	No	\$100 registration \$29.70 mileage
April 25, 2013	Kristen Zdanowicz	Univ. of Pennsylvania	Penn Relays	Yes	None

April 26, 2013	Michelle LaSala Michael Shelton	Hamilton Township	NJSBA Workshop Crisis Communication	No	\$50 each registration
April 30, 2013	Meika Laszlo	Monmouth Regional High School	LDTC meeting	No	\$9.61 mileage
May 14, 2013	Sandi Freeman	Mt. Laurel	NJASBO Administrative Secretaries Workshop	No	\$37.44 mileage
June 5, 6, 7, 2013	Margaret Hom	Atlantic City	NJASBO Annual Conference	No	\$150 registration \$218.82 mileage
TBD	Dotti Gerlach Anthony DiFeo	Tindall Park, Middletown	Boys' Tennis Monmouth County Tournament	No	\$28.21 each mileage
TBD	Claire Kozic	UMDNJ, Scotch Plains	To pilot a Nutrition class across the Lifespan class	Yes	None

Student Action

47. Field Trips

Recommend **approval** of the field trips listed below:

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
March 15, 2013 *notification from the Schroth School regarding this event was received after the last BOE meeting.	Jill Santucci	Peer Leaders	Schroth School	Students will volunteer to assist students with disabilities in a soccer game led by Christine Rampone	Yes - 1	\$300 transportation	None
March 27, 2013	Jason Bryant	AP World History	Green Planet Coffee House	Students will present Age of Revolution papers	No	None	None
April 26, 2013	Claire Kozic	UMDNJ	The Bodies	To explore students' knowledge of the human body	Yes -5	\$1,800 transportation	Students
March 21, 2013	John Driscoll	Academy of Finance	Lakewood Blue Claws	To listen in on a presentation from the staff	Yes - 3	None	Academy of Finance
May 2, 2013	John Driscoll	Academy of Finance	Six Flags Great Adventure	Business and Marketing Education Day	Yes - 4	None	Academy of Finance

May 16, 2013 *previously approved to go on May 9, 2013	Pamela Grandinetti	Special Education	Intrepid Museum, New York City	To experience firsthand the historical significance of the N.A.S.A. space shuttle	Yes - 2	\$525 transportation	
May 16, 2013	Meredith Morris	Catering	Branches Catering	Career exploration	Yes	\$236 transportation	School Account
May 27, 2013	Alan Abraham	Marching Band	Manasquan	Memorial Day Parade	No	None	None

48. Placement of Students on Home Instruction

Recommend that the following students be **approved** for Home Instruction as recommended by the Child Study Team:

#161805	Neptune	Grade 9	Beginning 2/5/13	(Medical)
#161969	Belmar	Grade 9	Beginning 3/1/13	(Medical)
#1660	Manasquan	Grade 11	Beginning 3/7/13	(Medical)
#161640	Belmar	Grade 9	Beginning 3/14/13	(Medical)
#14752	Brielle	Grade 11	Beginning 3/25/13	(Medical)
# 151184	Spring Lake Hts.	Grade 10	Beginning 3/25/13	(Medical)

49. Placement of Students Out of District

No placements to approve at this time

Financials

50. Recommend acceptance of the following High School Central Funds Report for the month ending March 31, 2013 as per Document 1.

51. Old Business/New Business

52. Public Forum

53. 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.
- ___ 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 _____ 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].

54. Adjournment

Motion to Adjourn