

Board of Education
Borough of Manasquan

The Regular Open Business Meeting of the Manasquan Board of Education was held in the Manasquan Elementary School Cafeteria, 168 Broad Street, Manasquan, New Jersey, on Thursday, August 22, 2013.

Mr. Bauer called the meeting to order at 7:00 p.m.

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.

Call to
Order

Mr. Bauer requested that everyone join in the Pledge of Allegiance.

Pledge of Allegiance

Pledge of
Allegiance

Board Member Oath

Mr. Bauer welcomed the Mr. James Walsh, the new member of the Board of Education, and asked Mrs. Hom to administer the Oath of Office. Mr. Bauer congratulated Mr. Walsh.

Oath of
Office
J. Walsh

Mr. Bauer reported that the Freshmen Orientation was taking place this evening at the high school and asked that the meeting move along as expeditiously as possible to allow for attendance at the orientation program.

Roll Call

*Julia Barnes (Brielle)
Thomas Bauer
Jack Campbell
Kenneth Clayton*

*Linda DiPalma
Michael Forrester (SLH)
Mark Furey (Belmar) - absent
Thomas Pellegrino*

*Michael Shelton
Katherine Verdi
James Walsh
Patricia Walsh*

Roll Call

1. 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.

Mission
Statement

2. 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.

Statement
to
the Public

3. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Special Action Meeting of Tuesday, July 10, 2013 and the Regular Open Business Meeting and Closed Executive Session of August 1, 2013. Closed Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed session no longer exists.

Minutes

Mr. Bauer asked for the acceptance and approval of minutes.

Motion was by Mr. Shelton, seconded by Mr. Campbell, and carried by roll call vote to approve the Minutes as specified in #3. (MEB/SDR)

Special Action July 10, 2013 and Regular Open Business August 1, 2013

Ayes (10), Nays (0), Abstain (1) - Mr. Walsh

Closed Executive Session of August 1, 2013

Ayes (9), Nays (1) - Mrs. Verdi, Abstain (1) - Mr. Walsh

Supt.
Report

4. Superintendent's Report & Information Items

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

There was no report from the Superintendent at this time.

Board
Committee
Reports

5. Board Committee Reports

Mrs. Walsh presented the Personnel Committee Report from the August 14, 2013 meeting.

Personnel

Mrs. DiPalma presented the Education, Curriculum and Technology Committee Report from the August 14, 2013 meeting.

Education,
Curriculum
& Tech.

Mrs. Barnes presented the Policy Committee report from the August 14, 2013 meeting. Mr. Gross, the Board Attorney, provided information on the Student in Good Standing policy and discussion that took place during the meeting.

Policy

Mr. Shelton presented the Finance Committee report from the August 15, 2013 meeting.

Finance

Mr. Pellegrino presented the Athletic/Community Relations Committee report from the August 15, 2013 meeting.

Athletic/
Community
Relations

Mr. Shelton presented the Buildings and Grounds Committee report from the August 15, 2013 meeting.

Buildings
& Grounds

Copies of the meeting minutes will be included in the formal minutes.

Mr. Bauer read the following statement prior to opening the public comment portion of the meeting.

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 normally limited to comment on items included in this agenda only; however, tonight the Board would be suspending the normal rules in the interest of

Public
Comment
Agenda
Items

the freshman orientation and as a result only one public comment period would be held for the opportunity to address items either on the agenda or not on the agenda.

Public
Comment
Agenda
Items
(continued)

Mr. Bauer said the Board would answer questions after hearing all the comments and questions from the public.

Michelle LaSala, 44 Parker Avenue, Manasquan, asked if the public would have an opportunity to respond if anything came up under Old/New Business. She referred to a letter received on July 19th from the State of New Jersey referencing the field project investigation and the possibility of losing state funding should the project be found in non-compliance and asked if taking action tonight on the project could risk state funding. Mr. Gross addressed her question and said that the action being taken tonight does not apply to the July 19th letter.

Dick Meinke, 36 N. McClellan Avenue, Manasquan, asked for the total cost of the athletic field project and how good the estimates are on this project. Mr. Bauer confirmed the costs. Mr. Meinke also questioned why there is such a rush to get this project moving and why there is no referendum vote by the people of Manasquan.

Ms. LaPrete explained the reason she put out the press release was for the opportunity to say to the public that the plans were moving forward with the application. She confirmed that she would not have a project move forward without the state approving the application.

Mr. Shelton assured Mr. Meinke that if the total cost comes in over the \$2.5 million the Board would return to the table and not move forward. Mr. Shelton said that he could not say that the wall would not be built until they had the cost estimates. Mr. Shelton also said that he believed the sending districts would participate in the funding.

Mr. Bauer reported on two meetings that were held with the sending districts. Mrs. Barnes said that her district is currently discussing this and will be planning the budget for the 2013-14 school year.

Trisha Brown, 123 McLean Avenue, Manasquan, said that she is not here representing the Endowment Foundation but is here as a past board member, parent and alumni. She expressed concern with the project and the disruption of the elementary school playground by the varsity baseball field. She asked for an explanation of the drastic change in the numbers from when she worked on the project planning while a board member to the current project cost.

Donna Bossone, 122 N. Main Street, Manasquan, inquired about the new remote emergency system in the high school and was horrified that it was not also included in the elementary school. Mr. Shelton provided details and the conditions related to receipt of the system and said that it would be district wide. Mr. Shelton also addressed her question on the door project.

Jeanie Walsh, 356 Cedar Avenue, Manasquan, asked for an explanation of an equipment lease and commented that \$500,000 a year for five years is a large commitment.

Ed Maes, 27 Gertrude Place, Manasquan, expressed concerns with being able to find funds for the project when it is the intention of the Board to have no increase taxes for three years as well as a tuition drop for the sending districts.

Marilyn Jacobson, 59 McLean Avenue, Manasquan, questioned the tuition cut to the sending districts and asked why Manasquan did not get a decrease. She also commented on the lack of definite funding by the sending districts. Mr. Shelton explained how the sending districts are paying through the calculated tuition charges this year. He further explained where the \$2.5 million figure came from and that there is not a hard copy of the construction estimates at this time.

Ron Jacobson, 59 McLean Avenue, Manasquan, commented that it is presumptuous to be renting bleacher before the removal of the bleachers. He referred to an OPRA request he submitted today for a conceptual design or construction estimate and asked if these steps were taken for the project.

Dick Meinke, representing the Manasquan Taxpayers Association, 36 N. McClellan Avenue, Manasquan, asked to make it clear that the total price is not \$2.5 million and looks forward to Mrs. Brown's question on the \$4.3 million being addressed at the end of the public comment.

Ronnie O'Conner, 145 Fletcher Avenue, Manasquan, said that she would like to support the community but will not be in the community if her taxes are raised. She said she has been involved in fundraising and would be happy to assist.

Heather Garrett Muly, 28 Elizabeth Avenue, Manasquan, referred to the elementary school teacher being hired on the agenda this evening and hopes it is for the fourth grade. She also referred to the high numbers in the second grade and the importance of keeping class size low.

Ms. LaPrete commented on the class size and said that she is working with the elementary school principal to address the influx of students, class size and the need for additional staff.

Ms. Garrett Muly asked if lights are in the field budget along with bleachers. Mr. Bauer said lights are in the budget along with the bleachers but the seating number has not been determined at this time. Mrs. Hom addressed her question on the tuition adjustment process with the sending districts. She asked how the sending districts would be charged should they not wish to participate in the funding.

Carol Wilkins-Kirkman, 22 Willow Way, Manasquan, asked when an environmental assessment report or environmental impact statement concerning the encroachment into the wetlands area for the field project was done and the date it was completed. Mr. Bauer said that Mr. Eareckson, the project engineer, would have these dates. She also made the Board aware of the Monmouth County Inmate laborers chain sawing into the wetlands this morning. She made Mrs. Hom aware of this and immediately it stopped within minutes. Mrs. Hom provided details of what work was being done in this area.

Andrew Marcucci, 37 N. Main Street, Manasquan, and his son, asked why the district has millions of dollars for the football complex when class size is an issue especially in the elementary school.

Trisha Brown, 123 McLean Avenue, Manasquan, asked to clarify that the endowment did not spearhead the field project in the beginning and pointed out that it was the Warrior Athletic Complex Committee with Mr. Rob Schatzman serving as President, who also is the Endowment's president. She said the Endowment did say they would support the project if it were to proceed and since the Board never got behind the project it fell apart and this was not because the Endowment could not raise the money.

Mr. Bauer confirmed her statement and said that he would love to have the Endowment support and assist in fundraising in the future. He said that he has spoken to Mr. Schatzman and he indicated that when the process is moving they will assist as necessary. Ms. Brown said that as a committee they have made a decision to make no decision to support this project. Mr. Bauer said for the record the Board does not need the Endowment to proceed but would welcome them to join us.

Ron Jacobson, referred to the caveat in #33 when there is no caveat in #35.

Let the minutes reflect that Mr. Furey arrived at 7:30 p.m.

Mr. Bauer closed the public comment portion of the meeting seeing no other comments from the public.

Mr. Bauer addressed Mrs. Brown question on the \$4.3 million dollar cost and said that there were many budgets and options on this project and the cost now is \$2.5 million. He said that the south end

playground will remain untouched and the several sets of swings can be relocated if necessary. He said that for insurance purposes swings may be eliminated in the future.

Response
To Public
Comment

Mr. Bauer addressed Mr. Jacobson's question on the cost and said that estimates and projections of costs are available to provide construction estimating. He said that the Board, under the guidance of the engineer, feels very comfortable to get a very good project built for this number. He said that he did not feel comfortable publishing a hard construction cost estimate at this time prior to going out to bid.

Ms. LaPrete asked Mr. Marcucci to arrange a meeting with the Principal on this matter and she would go into more detail on class enrollment at Back to School Night. She said that both she and Mrs. Graziano are comfortable with the current numbers. She said she would like to meet with him.

Mr. Shelton addressed the question on the rush of the project and said that the rush is the deadline of December 2014. He said that it is important to construct when you can construct and the ground is not frozen. He said that minimal disruption to sports is important.

Mr. Shelton addressed a question on lease purchase and explained that this is the financing vehicle for this project. He said that the maximum term for a school district is five years.

Mr. Shelton in addressing a question on the amount going to \$3 million reiterated that if the project goes over the \$2.5 million the Board would be back at the table.

Mr. Shelton addressed the question of why the project was not going to a referendum vote and said that it does not have to go to a referendum. He said that there is no anticipation in the district over the next three years of a budget increase or tax increase.

Mr. Walsh alluded to the health care savings this year and asked if the Board anticipates having \$500,000 in the next four years. Mr. Shelton said that in anticipation of this project when preparing the budget this amount will be built into the budget.

Mr. Bauer asked for a motion to approve Manasquan motions #11 through #24.

Manasquan
Motions
#11 - #24

Motion was made by Mr. Campbell, seconded by Mr. Shelton, and carried by roll call vote to approve Items #11 through #24. (MEB)

Ayes (9), Nays (0)

MANASQUAN

General Items

11. Recommend approval to create a new teaching position in the Elementary School for the 2013-2014 SY:
 - Elementary School Teacher
12. **Recommend** approval to accept 1 staff member's child in Grade 8. The annual tuition will be \$6,650 in accordance with the contract provisions.
13. **Recommend** approval for application of funds for 2014 FY for the IDEA allocation in the amounts of \$217,097.00 for the Basic Grant (\$206,058 for public; \$11,039.00 Non-Public Share), and \$6,342.00 for the Preschool Grant.
14. **Recommend** approval of the establishment of a Central Fund Account, Class of 2022, in the Elementary School Central Fund.
15. **Recommend** approval that the following prices be charged to students and adults for lunches and milk for the 2013-2014 SY:

E.S. New
Teaching
Position

Parent Paid
Tuition
Staff Membe

2014FY
IDEA
Application

Central Fund
Account

2013-14
Lunch
Prices

Paid Type Lunch for Students:	\$2.50 (K-4) \$2.75 (5-8) \$3.00 (HS)
Paid Lunch for Adults:	\$3.50
Reduced Type A Lunch for Students:	\$.40
A la cart milk per half-pint for Students:	\$.45
A la cart milk per half-pint for Adults:	\$.50

2013-14
Lunch
Prices**Personnel**Personnel
L. Cosgrove

16. **Recommend** approval for **Laurie Cosgrove** to work 2 days in August at **\$30.00 per day** for 4 hours per day.
17. **Recommend** approval for **Andrea Trischitta** to teach an additional class, **Digital Storytelling**, at a rate of **\$5,130.00** for the **2013-2014 SY**.
18. **Recommend** approval of the appointment of **Tara Mathis**, **TLR.ES.LTRT.FL.09**, Elementary School Special Education Teacher – long term replacement, beginning **September 9, 2013** through **December 13, 2013** at **Step 1B – pro-rated - final salary to be determined when contract negotiations are finalized. (Pending criminal history approval)**
19. **Recommend** approval of the appointment of **Erin Saponaro** as the **Elementary School Anti-Bullying Specialist** for the **2013-2014 SY**.
20. **Recommend** approval of the appointment of **Heather Saake**, **PARA.ES.AIDE.NA.04** as a Paraprofessional to work 8:30 – 3:00 – 6.5 hours per day – at Step 3 - \$18.62 per hour for the 2013-2014 SY.
21. **Recommend** approval of the placement of the following student teachers:
Kali Mura – September 3, 2013 to December 13, 2013 – Georgian Court University – Elementary & Special Education
Elizabeth Walling – September 3, 2013 to December 13, 2013 – Georgian Court University – Elementary Education

A Trischitta

T. Mathis

E. Saponaro

H. Saake

K. Mura

22. Professional Days

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

Professiona
Days
Elementary
School

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
September 12, 2013	Nancy Sanders	TBD	Governor's Council on Alcoholism and Drug Abuse	No	TBD
2013-2014 School Year	Teresa Savage	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$300.00
2013-2014 School Year	Lorissa Voorhees	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$300.00

23. Field TripsField Trips
Elementary
School

No **field trips** to approve at this time.

Secretary's Report

24. 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 A**
- B) Elementary School Central Funds Report as per **Document B**
- C) Purchase Orders as per **Document C**
- D) Cafeteria Report – **No report for the month of August**
- E) Bills and Confirmation of Bills (Current Expense)

- A) The Business Administrator/Board Secretary certifies that as of **July 31, 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: 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 31, 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 **July 31, 2013** per **Document A**. (The Treasurer of School Moneys Report for the month of **June 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 **July 31, 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 **2013-2014 budgets for July and August** as recommended by the Superintendent of Schools, as per **Document A**.

- B) Recommend **acceptance** of the **Elementary School Central Funds Report** for the month ending **July 31, 2013** as per **Document B**.
- C) **Purchase Orders** for the month of **August 2013** be approved, as per **Document C**.
- D) Recommend **acceptance** of the **Cafeteria Report: No report for the month of August**
- E) **Be It Resolved:** that the **Bills (Current Expense)** in the amount of **\$824,898.14** for the month of **August 2013** be approved. Records of, checks (**#33104 through #33231**) and distributions are on file in the Business Office.
- F) **Confirmation of Bills (Current Expense)** for **July 2013** at **\$2,672,930.05** and checks (**#33025 through #33103**).

Mr. Bauer asked for a motion to approve Manasquan/Sending District motions #25 through #64.

Prior to the vote Mr. Walsh asked if there should be a caveat on #27 in the event the plan is not approved and the baseball team stays in district. He referred to #30 and asked if he could see the project material. Mr. Bauer would arrange for him to meet with Mr. Eareckson.

Mr. Bauer replied affirmatively when Mrs. Walsh referred to #30 and asked if this is part of the \$250,000.

Secretary's
Report

Secretary's
Certification

Acceptance
of
Secretary's
Certification

Secretary's
Financial &
Investment
Report
Doc. A

Budget
Certification
Doc. A

E.S. Central
Fund
Doc. B
Purchase
Orders
Doc. C

Bills

Confirmatic
of Bills

Manasquan.
Sending
District
Motions

Mrs. Hom provided information on the services provided by Systems 3000 in answer to Mrs. Verdi's request for clarity on #31. Mrs. Hom replied that this is a yearly payment in answer to her question on #32 regarding payment to the Sea Girt Armory.

Mr. Walsh referred to #59 and asked what was done to keep him in this position. Mr. Gross said that it would not be appropriate to discuss this in a public meeting. Mr. Pellegrino said that this individual was spoken to by both Ms. LaPrete and Mr. Kornegay and it was his decision to resign for personal reasons.

Mrs. Walsh referred to #43 and said that she did not see this in any committee minutes and asked for an explanation. Mr. Shelton said that it has been talked about in Finance and has been on minutes since the budget cycle. He said he asked Ms. LaPrete to include this in the agenda.

Motion was made by Mrs. Verdi, seconded by Mr. Campbell, and carried by roll call vote to approve Items #25 through #64. (MEB/SDR)

Items #25 - #29; #31, #32, #34, #36 - #42, #44 - #64 - Ayes (12), Nays (0)

Item #30, #33 Ayes (9), Nays (3) – Mrs. Verdi, Mr. Walsh, Mrs. Walsh

Item #35, #43 Ayes (10) Nays (2) – Mrs. Verdi, Mrs. Walsh

Mrs. Verdi commented that she thought it was a little premature to remove the bleachers prior to receiving approval from the state. Mr. Bauer said the bleachers would not be removed until receipt of approval.

Mrs. Walsh gave reason for her negative vote as putting the cart before the horse. She said she would like to see a comprehensive approval and also see the plans completed and submitted to the state before proceeding with any expenditures.

Manasquan
Sending
District
Motions
(continued)

Motions
#25 - #64

MANASQUAN/SENDING DISTRICTS

General Items

25. **Recommend** approval of the New Jersey Department of Education School Self-Assessment Report.

NJDOE
Self-
Assessment

26. **Recommend** approval to create a new stipend position in the High School for the 2013-2014 SY:
• **Academy of Health Careers Director**

H.S. Stipend
Position

27. **Recommend** approval for the Manasquan Baseball Teams to utilize the Wall Municipal Complex Baseball Fields for the 2014 Season in the amount of \$2,000.00

Baseball
at Wall
Complex

28. **Recommend** approval of FVHD Architects for professional services rendered in connection with Interior Door Replacement at Manasquan High School in the amount of \$36,000 plus reimbursable. This project is currently on hold awaiting the awarding of the ROD grants in December.

FVHD
H.S. Door
Project

29. **Recommend** approval of the Right of Entry Agreement for the Monmouth County Mosquito Control Commission in order for them to clean Watson's Creek.

Right of
Entry
Agreement

30. **Recommend** approval of the following amendments to the MATRIXNEWORLD Contract:

Amendment #1 DOE Submission	\$3,000.00
Amendment #1 Revisions & Project Coordination	<u>\$4,500.00</u>
	\$7,500.00

Matrix New
World
Amendmen:

31. **Recommend** approval of Professional Services/Support & License with Systems 3000 – ID Number 450S-B3-20UL effective 7/1/2013 to 6/30/2014 (Financial Accounting/Human Resources/Payroll).

Systems
3000
Prof. Svcs.

32. **Recommend** that the Manasquan Board of Education approve an agreement for the use of Sea Girt Armory for the Athletic/Sports Programs for the 2013-2014 school year in the amount of \$6,026.27.

*Sea Girt
Armory Use
Agreement*

33. **Recommend** approval of a rental agreement with State Fair for bleachers. This agreement will be executed only if necessary and pending project approval. This agreement will not exceed \$26,175.00 for 1300 seats for 5 games. These bleachers will be set up and taken down before and after each game if State Fair needs them in another location.

*State Fair
Rental
Agreement
Bleachers*

34. **Recommend** approval of a copier lease for 3 Pro 8100 EX7EX machines with Ricoh image.change. at a rate of \$1,675.53 per month. This is a fair market value lease under the State Contract #51465. The lease includes pooled copies of 225,000 copies per month. All excess copies will be charges at a rate of .004 per copy. The Equitrac Software will not exceed \$150.00 per month. This lease includes all service and supplies except paper and staples and will last 5 years.

*RICOH
Copier
Lease*

35. **Recommend** approval of Nickerson Corporation to remove the grandstand on the football field under Bid No. MRESC 12/13-58 at a cost of \$25,975.00. The scrap rights for the materials being disposed of belong to the Board of Education. All scrap vendors quoted will provide dumpsters free of charge and will pay the district the going rate for the scrap (pending project approval).

*Nickerson
Corp.
Bleacher
Removal*

36. **Recommend** approval to dispose of the following items. These items are past their useful life and unable to be repaired or refurbished:

*Disposal
of Obsolete
Equipment*

<u>Manufacturer</u>	<u>ID</u>	<u>ID NUMBER</u>	<u>SERIAL NUMBER</u>
Panasonic	VCR	AGDS555P	B7TC00026
Sony	VCR	EV-52000	Not available
Tascam	CD Player	CD160	0308431
American Audio	CD Player	MCD110	30959528
American Audio	CD Player	MCD110	19952348
Tascam	CD Player	CDA700	0170041
Sharp	VCR	VCA543U	512729099
Panasonic	VCR	AG1340P	D2TB00107
HP	Printer	M1522NF	CNG8B605NH

37. **Recommend** approval to advertise for the sale of computer equipment as specified in **Document 1**. The Board further approves that any unsold items will be deemed obsolete and marked for disposal.

*Advertise
For Sale of
Computer
Equipment*

38. **Recommend** approval of the following transportation contracts arranged through M-OESC for the 2013-2014 Extended School Year:

*2013-14
Transp.
Contracts
ESY*

Route J607 – Alpha School, Jackson (Central Bus) 1 student \$4,706.10

Route 0519 – Children’s Center of Monmouth County, Neptune (Kinderglide) 1 student	\$1,783.86
Route 8501 – CPC Adolescent, Morganville (Unlimited) 1 student	\$4,068.00
Route J516 – Manasquan Pre School, Manasquan (Hartnett Bus Co.) 3 students	\$1,793.70
Route J530 – Lewis School, Princeton (Briggs) 1 student	\$2,661.90
Route J587 – Rugby School, Wall (Seman Tov) 2 students	\$3,628.80
Total ESY Costs:	\$18,642.36

2013-14
Transp.
Contracts
ESY
(continued)

39. **Recommend** approval of the following pay rates for non-staff at school sponsored events for the 2013-2014 SY:

2013-14
Non-Staff
Pay rates

Ticket Sellers - \$55.00 Ticket Takers - \$50.00 Security - \$50.00 Clock Operators - \$45.00
Public Address Announcer for Varsity Football and Varsity Basketball Games - \$50.00

40. **Recommend** approval of the agreement with All American Gymnastics for use of their facility for the Manasquan High School Gymnastics practice sessions for the 2013-2014 school year, in the amount of \$60.00 per hour for approximately 30 hours, not to exceed \$1,800.00. In the event of participation in Shore Conference or State Tournament recommend approval of additional hours, not to exceed 10 hours.

All America
Gymnastics
2013-14

41. **Recommend** approval of the Facility Rental Agreement with The Atlantic Club for use of the Atlantic Club Fieldhouse for the 2013-2014 Boys’ and Girls’ Varsity, Junior Varsity and Freshman soccer games for approximately 57 total number of games scheduled at \$100 per game, in the estimated total amount of \$5,700.00. The High School Boys’ and Girls’ Soccer Team Parent Groups will be responsible for payment of this expense and for the cost of the Athletic Trainer.

Atlantic
Club Facility
Rental
Agreement
H.S. Soccer
2013-14

42. **Recommend** approval of Donna Merchant, from N.J. Hearing Health Center, to conduct a Central Auditory Processing Evaluation (CAP), for student #161680 not to exceed \$600.00. (Avon responsible for cost of evaluation)

D. Merchant
CAP
Evaluation

43. **Recommend** approval to solicit Request for Proposals for a Health Benefits Broker.

RFP Health
Benefits
Broker

Personnel

44. **Recommend** approval of the appointment of **Judy Hawkins**, **TLR.HS.LTRT.FL.08**, High School English Teacher – long term replacement, beginning September 3, 2013 through January 22, 2014 at Step 1B – pro-rated - final salary to be determined when contract negotiations are finalized. (Pending criminal history approval)

J. Hawkins

45. **Recommend** approval of the appointment of **Donald Bramley** as the Anti-Bullying District Coordinator for the 2013-2014 SY.

D. Bramley

46. **Recommend** approval of the appointment of **Leigh Busco** as the High School Anti-Bullying Specialist for the 2013-2014 SY.

L. Busco

47. **Recommend** approval of **Debra Schanen**, High School Guidance Secretary as part of the MEA beginning September 1, 2013 at an annual salary of \$52,993.00 frozen.

D. Schanen

T. Clayton

48. **Recommend** approval of the appointment of Timothy Clayton, *SSO.DS.SAFE.FL.01*, School Safety Officer, for the 2013-2014 SY at an annual salary of \$50,000.00. *(Pending criminal history approval)*

49. **Recommend** approval of the following teachers to teach additional classes for the 2013-2014 SY at a stipend of \$5,130.00 per semester:

<u>Chryseis Apostolou</u>	-	Biology Concepts	Spring Semester
<u>Andrew Bilodeau</u>	-	U.S. History II, ICR	Fall Semester
<u>Marianne Caci</u>	-	AP Studio Art	Spring Semester
<u>John Driscoll</u>	-	U.S. History II	Fall Semester
<u>David Hallion</u>	-	Algebra I	Spring Semester
<u>Martin Januario</u>	-	MES French	Fall Semester
<u>Meika Laszlo</u>	-	English IV, ICR	Spring Semester
<u>Jason Minutoli</u>	-	Algebra I	Spring Semester
<u>Meredith Morris</u>	-	Basic Foods	Fall and Spring Semester
<u>Pamela Puryear</u>	-	Lab Biology	Fall Semester
		Spanish I	Spring Semester

2013-14
Additional
Classes

50. **Recommend** approval to rescind the following stipend positions for the 2013-2014 SY:

<u>Susan Tellone McCoy</u>	-	Class Advisor
<u>Jamie Mawn</u>	-	Co-Key Club Advisor

2013-14
Stipend
Positions
(rescind)

51. **Recommend** approval for the following stipend positions for the 2013-2014 SY:

<u>Marisa Marco</u>	-	Class Advisor	\$2,200.00
<u>Ryan Basaman</u>	-	Co-Key Club Advisor	\$2,925.00
<u>Claire Kozic</u>	-	Academy of Health Careers Director	\$5,350.00

2013-14
Stipend
Positions

52. **Recommend** approval of the following teachers to teach **HSPA Remediation September 9 through September 30, 2013** at a stipend of \$57.00 per block:

<u>Kris Buss</u> – Math	<u>Monica Fenlon</u> – Language Arts
<u>Amy Boss</u> - Math	

HSPA
Remediation

53. **Recommend** approval of the following teachers to cover **Study Hall and Cafeteria** for the **Fall Semester** beginning **September 4, 2013** through **January 22, 2014** at a stipend of \$28.50 per day:

<u>Carolyn Treney</u> – 3A Cafeteria	<u>Carol Kooklin</u> – 3B Cafeteria
<u>David Hallion</u> – 3B Study Hall	<u>Matt Voskian</u> – 3B Study Hall
<u>Bob Waldeyer</u> – 3C Cafeteria & ISS	<u>John Driscoll</u> – 4A Cafeteria
<u>Amy Boss</u> – 4A Cafeteria	<u>Kurt Fenchel</u> – 4C Cafeteria
<u>Ryan Basaman</u> – 4C Cafeteria	

Study Hall
& Cafeteria
Fall
Semester

54. **Recommend** approval of the daily pay rate per day for substitutes for the 2013-2014 school year:

<u>Teachers</u>	-	\$90.00
<u>Nurses</u>	-	\$100.00
<u>Paraprofessionals</u>	-	\$7.15/hour
<u>Secretaries</u>	-	\$9.00/hour
<u>Custodians</u>	-	\$11.00/hour
<u>Athletic Trainers</u>	-	As per fee schedule

2013-14
Substitute
Pay Rates

55. **Recommend** approval of the following pay rates for staff at school sponsored events for the 2013-2014 SY:

**Ticket Sellers - \$70.00 Ticket Takers - \$65.00 Security - \$65.00 Clock Operators - \$60.00
Public Address Announcer for Varsity Football and Varsity Basketball Games - \$65.00**

2013-14
Staff Pay
Rates

56. **Recommend** approval of the following substitutes/home instructors for the 2013-2014 SY:

**Linda Hanlon - Secretary
Thomas Wolfmuller - Teacher
Meika Laszlo - Home Instructor**

2013-14
Substitutes/
Home
Instruction

57. **Recommend** approval of the placement of the following student teacher:

Mariah O'Boyle – Fall Semester – Western Governors University – Biological Science K-12

M. O'Boyle
Student
Teacher

58. **Recommend** approval for the following custodians to receive a stipend of \$450.00 for the 2013-2014 SY for receiving a Black Sealer Boiler License effective July 1, 2013:

Kevin DeForge Cory Schnebel

Black Seal
Boiler
License
K. DeForge
C. Schnebel

Athletics

59. **Recommend** approval of the **resignation** of **Nicholas Schmidt** as the **Varsity Boys' Lacrosse Coach** for the **2013-2014** school year.

N. Schmidt
Resignation
Lacrosse
Coach

60. **Professional Days**

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

Prof.
Days
High School

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
2013-2014 SY	Margaret Polak	Freehold	Monmouth County Assoc. of Directors of Special Education Monthly Meetings	No	\$11.66 per month
September 11, 2013	Sean McCarthy	Jamesburg	HSPA Training	No	\$22.32 mileage
September 12, 2013	Margaret Polak	West Windsor	Mandatory training for 2013-2014 SY APA	No	\$24.18 mileage
September 17, 2013	Ron Kornegay Pete Cahill	Robbinsville	Eligibility, Policies and Procedures	No	\$150 each registration \$22.24 mileage
September 19, 2013	Jason Minutoli	Teaneck	Basketball Clinic	Yes	\$150 registration \$21.17 mileage
October 22 – 24, 2013	Renae LaPrete, Margaret Hom, Board Members	Atlantic City	NJSBA Workshop	No	\$1,000 registration
2013-2014 School Year	Margaret Hom	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$600.00

2013-2014 School Year	Margaret Polak	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$600.00
2013-2014 School Year	Ron Kornegay	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$700.00
2013-2014 School Year	Rick Coppola	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$200.00
2013-2014 School Year	Sandi Freeman	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$100.00
2013-2014 School Year	Robert Kehoe	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$300.00
2013-2014 School Year	Pam Cosse	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$300.00
2013-2014 School Year	Susan VanNote	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$500.00

Prof.
Days
High School
(continued)

Student Action

61. Field Trips

No field trips to approve at this time.

62. Placement of Students on Home Instruction

No placements at this time.

63. Placement of Students Out of District

<u>Student</u>	<u>Date</u>	<u>Placement</u>	<u>Tuition</u>
#121676	9/4/2013	Coastal Learning Center	\$47,780.37 – Belmar responsible for transportation & tuition
#151770	9/5/2013	Brookfield Academy	\$49,140.00 - Manasquan responsible for transportation & tuition

Field Trips
High
School

Home
Instruction

Out of
District
Placement:

Financials

64. Recommend acceptance of the following High School Central Funds Report for the month ending July 31, 2013 as per Document 2.

65. Old Business/New Business

Mr. Bauer asked if there was any Old/New Business.

Mrs. Verdi asked if the purpose of the slats being purchased was a result of the baseballs hitting the adjacent house. Mr. Bauer said the slats would serve as an aesthetic and privacy issue solution. She also asked the capacity of the current bleachers. Mr. Bauer said that he was told 1700 but he was not sure of the accuracy of this number.

H.S. Centra
Funds
Doc. 2

Old
Business
New
Business

Mr. Shelton referred to the appointment of Mr. Gross in June as legal counsel on an interim basis and spoke about putting out an RFP for legal services. He said that having worked with Mr. Gross over the last couple months he would like to motion to further approve the appointment of Kenny, Gross at least until the next reorganization meeting.

Old Business
New Business

Mrs. Walsh disagreed with Mr. Shelton and said that she believed that the district should solicit an RFP.

Mr. Shelton continued and made the following motion:

*Motion was made by Mr. Shelton, seconded by Mr. Campbell, and carried by roll call vote to approve to remove the interim status of Michael Gross and continue with Kenny, Gross, Kovats & Parton, to serve as legal counsel for the Board until the next reorganization meeting in January 2014. (MEB)
Ayes (8), Nays (1) – Mrs. Walsh*

Appointment
Of Legal
Council

Prior to the above vote Mrs. Verdi said that on August 1st she questioned what the Board had planned to do with the attorney situation and she was told discussion would take place on the matter. She asked if this was the discussion.

Mrs. DiPalma commented that Mrs. Verdi was not present at a closed session meeting when this was discussed. Mrs. Walsh confirmed that this was not discussed in closed session.

66. Public Forum

Public
Forum

Mr. Bauer read the Sunshine Law Resolution.

67. Sunshine Law Resolutions

Sunshine
Law
Resolution

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. X ____ 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.

Sunshine
Law
Resolution
(continued)

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.

Prior to adjournment, Mr. Gross pointed out that the Chair did comment that if there is any new business discussed after the agenda the Board would entertain questions from the public only on those new business items.

Heather Garrett-Muly referred to the Old/New Business discussion on the slats being placed in the fence and she said that for those new to the Board she would like to rehash some things that have occurred. She referred to a letter sent to the town by a Board Member representing himself as speaking on behalf of the Board saying that they would reserve the right to cover and raise the fence on certain properties. She referred to Mr. Bauer's report at the March meeting of complaints received from members of the public regarding privacy issues which when OPRA'ed by her were not furnished. She said that she feels this is targeting of her family and would like to know the cost of the slats and what neighbors complained about their privacy issue.

Public
Forum

Mr. Bauer said the cost is being researched at this time. He did say that questions or concerns were expressed to the Board about privacy and said one came from her. Ms. Garrett-Muly responded that was relating to pictures being taken of her property and she referred to a packet she furnished for the entire Board. She referred to the police being at the Board Office two weeks ago regarding a slide show created by a board member with her child in it.

Mr. Bauer denied knowledge of a slide show and asked for a motion to adjourn the meeting.

68. Adjournment

Motion was made by Mr. Shelton, seconded by Mr. Campbell, and carried by voice vote to enter into Closed Session with no further action being taken by the Board.

Adjournme.

Respectfully submitted,

*Margaret M. Hom
Business Administrator/Board Secretary*

PERSONNEL COMMITTEE MEETING

AUGUST 14, 2013

5:30 P.M.

Minutes

Attendance: Pat Walsh (Chairperson), Julia Barnes, Ken Clayton, Linda DiPalma, Mike Shelton, Renae LaPrete, Peg Hom, Rick Coppola, Colleen Graziano, Jesse Place, Margaret Hom

NOTE: Please contact Renae LaPrete with any questions you may have regarding these minutes.

1. Old Business

- **UMDNJ – Rutgers Program/Director Request**

Mr. Coppola met with our Dean of Students, Mr. Sean McCarthy and Claire Kozic, Physical Education Teacher. Mrs. Kozic was asked to take over the Dynamics Classes as part of the Academy of Health Careers. She agreed. Mr. Coppola asked the committee to consider creating a Director of Academy of Health Careers as we currently have a Director for the Academy of Finance. A job description is attached. The committee agreed to create and post for the position. The stipend is \$5,350.00. The recommendation will be placed on the August 22nd board agenda for approval. Mr. Coppola and Mr. McCarthy are reviewing the Master Schedule to see if two additional sections of physical education are needed.

- **Tim Marden's Position – Business/Social Studies**

Mr. Coppola requested that we post for a Business Education Teacher with a strong technology background.

- **School Safety Officer**

Five candidates were interviewed by Mr. Coppola, Mrs. Graziano and Miss LaPrete. The candidate is a retired Police Captain who previously worked part time for a Monmouth County public high school as a School Resource Officer. He has a very strong background in professional development, budgeting, writing grants and policy. Reference checks were outstanding from the Superintendent and High School Assistant Principal from where he worked. The committee recommend that we place this candidate on the agenda for August 22 approval.

- **Laurie Cosgrove**

We spoke about this request last month in committee. Recommendation is for Laurie to work 2 days in August at \$30.00 per day for 4 hours each day at the Elementary School.

- **Confidential Secretary in Superintendent's Office (Reduction in Force) transferred to High School Guidance Secretary**

As Mr. Gross explained in Executive Session last month, when a person is RIFFED, you cannot take any money away from their salary but the salary remains frozen if they are transferred to another union. In this case, Debra Schanen will now be a part of the Association effective September 1, 2013. Her salary is frozen until the union secretaries' guide reaches her salary which is \$52,993.00 for the 2013-2014 SY. The unions' top of the guide is much less which has caused dissention. The 2011-2012 top of the guide for a secretary is \$47,700.00. We do not have a current salary guide as of date.

New Business

The committee recommended items 2 through 7 for August 22nd board approval.

NOTE: Posting for HSPA Remediation (math and language arts), study hall, cafeteria coverage and in-school suspension coverage will not close until 8/21/13. Renae will contact Mrs. Walsh (Chairperson) with the names prior to Thursday's board meeting. All candidates are currently appointed teachers.

8. Other

MES Enrollment

Mrs. Graziano and Miss LaPrete discussed the current enrollment for grade 4 – 3 sections – 27, 26, 26. Mrs. Graziano has informed the parents that we are watching the numbers and will update the Personnel and Education, Curriculum & Technology Committees if any changes occur.

EDUCATION, CURRICULUM & TECHNOLOGY COMMITTEE MEETING

AUGUST 14, 2013

8:00 P.M.

Minutes

Attendance: Linda DiPalma (Chairperson), Mark Furey, James Walsh, Julia Barnes (Alternate), Renae LaPrete, Rick Coppola, Colleen Graziano, Barbara Kerensky, Jesse Place, Margaret Polak

NOTE: Any questions concerning minutes, please contact Renae.

1. Old Business

- **HIB School Self-Assessment Report**

This was discussed at last month's committee and Mr. Coppola gave a presentation at the August 1, 2013 board meeting. The committee recommends that it now be placed on the board agenda for approval.

- **Bring Your Own Device (BYOD)**

As mentioned in Policy, Mr. Coppola and Mr. Place will form a committee comprised of K-12 staff, administrators and students in September.

- **My College Options**

Miss LaPrete contacted My College Options and was told that one of our high school teachers completed the survey last year. We weren't sure how this happened, however, this is a voluntary program, no cost to the district. The goal is for our students to be connected to colleges and universities that match their needs and interests. Additional information includes career-service providers, career information, extracurricular enrichment and recognition programs. Renae asked the College Options representative to send her a new survey and she will make sure it gets routed to the appropriate personnel. This did not happen last year and the survey results had inaccurate information.

- **UMDNJ/Rutgers Class**

Discussed in Personnel as well, we are continuing the program. Mr. Coppola requested a Director of Academy of Health Careers (job description included in the Friday Packet). This is a \$5,350.00 stipend. The position needs board approval to: 1) create the position and 2) approve the job description. Mr. Coppola and Dean of Students, Mr. McCarthy are reviewing the Master Schedule to see if 2 additional physical education sections will be needed.

- **Students of the Month Recognition – High School and Elementary School**

Discussed last month in committee, students will be recognized in October for September Student of the Month.

FYI

- **Freshman Orientation – August 22, 2013**

- **New Teacher Orientation – August 26, 27, 28, 2013**

Mrs. Kerensky explained that the New Teacher Orientation program has been extended an additional day this year. Fourteen staff members to date have volunteered to help out with the program. Renae will include the schedule in the August 23rd Friday Packet. Amanda Stone from the Coast Star will be in district on Monday, August 26th with a photographer to do an article.

2. New Business

- **Disposal of obsolete equipment**

Jesse Place will be placing obsolete equipment on the agenda for approval.

- **Business Position – High School**

We have posted for a business teacher with a strong technology background. This position replaces Mr. Marden's position of Business/Social Studies (resigned).

- **New Templates to the Website**

Jesse Place said that Technology Department is planning on redesigning the website.

- **2 Maternity Leaves of Absence**

Margaret Polak, Supervisor of Special Services, is recommending one of the two leaves of absence: Tara Mathis (on Personnel Minutes). We hope to have the other leave of absence as soon as possible for an October start.

- **1 Paraprofessional Position (New)**

Mrs. Polak discussed the need for a full time paraprofessional because of a new autistic elementary child who will be entering the district in September. The recommendation is Heather Saake (Personnel Minutes).

- **MES Student Enrollment 2013-2014**

As discussed in the Personnel Minutes, our class size for 3 sections in grade 4 currently is 27, 26 and 26. We are receiving e-mails from parents of grade 4 students requesting an additional teacher. Today, (Thursday) we received requests for an additional teacher in Grade 2. Enrollment for 3 sections in grade 2 is 23, 24 and 24. Mrs. Graziano continues to review the numbers. If any changes are to be recommended by Miss LaPrete and Mrs. Graziano, Miss LaPrete will contact Mr. Bauer, Mrs. Walsh (Personnel Chairperson) and Mike Shelton (Finance Chairperson).

POLICY COMMITTEE MEETING

AUGUST 14, 2013

6:45 P.M.

Minutes

Attendance: Julia Barnes (Chairperson), James Walsh, Linda DiPalma, Mike Shelton, Renae LaPrete, Rick Coppola, Colleen Graziano, Jesse Place, Don Bramley, Pete Cahill, Michael Gross

NOTE: Any questions concerning minutes, please contact Renae.

1. Old Business

- **Regulation 2431.1 – Recommended change**

- **E: Readmission to Athletic Activities**

A pupil injured or disabled in the course of athletic activity, with an injury report filed, will only be permitted to participate in athletic competition with the written permission of a physician.

- **Regulation currently reads:**

A pupil injured or disabled in the course of athletic activity will be permitted to participate in athletic competition only with the written permission of the school medical inspector or team doctor, who must first examine the pupil to determine his or her fitness to participate in athletics. Written notice of the determination signed by the school medical inspector or designated team doctor as appropriate, shall be given to the pupil's parent or legal guardian.

- **Bring Your Own Device (BYOD)/1:1 Device – Discussion**

Rick Coppola & Jesse Place

A committee comprised of teachers K-12, administrators and present student representatives will convene in September to discuss the direction our district wants to investigate regarding "Bring Your Own Device" and 1:1 Device.

- **Draft Evaluation Policies and Regulations**

Miss LaPrete contacted Strauss Esmay regarding the Draft – Regulation changes to:

- Evaluation of Superintendent
- Evaluation of Teaching Staff Members
- Evaluation of Principal, Vice Principal, Assistant Principal

The policies will be approved by the state in September at which time the Policy Committee will receive for review.

2. New Business

- **Student in Good Standing (SGS) – Discussion**

Mr. Gross received our Policy 2438, Student in Good Standing and Policy 5600, Pupil Discipline/Code of Conduct. The board is in compliance with all approved policies. Questions from our administration were answered by Mr. Gross.

**FINANCE COMMITTEE MEETING
MINUTES
AUGUST 15, 2013**

Present: Michael Shelton, Ken Clayton, Renae LaPrete, Peg Hom

Old Business:

1. Request for Transfer for Lease Purchase sent to County Office awaiting approval
 - Peg indicated that she submitted a request for transfer to the County Office.
 - Mr. Shelton and Mr. Clayton indicated that they wanted a line created for the lease purchase even if it was in the amount of \$1.00 until this transfer was approved
2. Demographic Report – When will it be presented? Report needs to be finalized. Can we do that?
 - Peg asked if the demographic report could be finalized. Mr. Richardson would like to finalize it. There was no determination at this time.
3. RFP for Custodial and Grounds
 - This was already discussed in Finance so it was not discussed again.
4. Contract/Salary – Business Administrator
 - Ms. LaPrete, Mr. Shelton and Mr. Clayton met to determine the language for Mrs. Hom's contract for goals. Ms. LaPrete gave Mrs. Hom the language once the meeting was concluded.
5. Contract/Salary – DS
 - There was a brief discussion about the top of the proposed secretarial salary guides and the salary related to this transfer.

New Business:

1. Request for acceptance on a tuition basis:
 - 1 Staff Members Child as a tuition student –8th Grade - moving into Manasquan – Contract language
 - Peg indicated that contract language would allow this staff member to send this child at half tuition.
2. Approval of Amendment to MATRIXNEWORLD Contract Amendment #1 Total: \$7,500.00
 - Department of Education Submission \$3,000.00
 - Revisions and Project Coordination \$4,500.00
 - These addition fees were discussed. This resolution was to be placed on the agenda since this work is currently being performed.
3. Approval of Amendment to MATRIXNEWORLD Contract Amendment #2 Total: \$21,000.00
 - Bid Phase Services \$4,000.00
 - Limited Construction Support Services \$14,500.00
 - Estimated Direct Expenses \$2,500.00
 - The committee wanted this resolution placed on hold. Mr. Shelton and Mr. Clayton did not feel it was necessary to add this to the agenda at this time.
4. Monthly Reports
 - No discussion took place
5. IDEA Funds
 - Mrs. Hom & Ms. LaPrete explained that these are funds are used for Special Education. It was further explained that these funds were originally planned for salaries but that they are being used to offset other Special Education costs. This is now the preferred use. Transfers will have to be made into the salary lines from other Special Education areas being offset by these funds.

6. Systems 3000 approval for the year
 - Peg explained that Systems 3000 had previously been approved as a 6 month contract but needed to be approved as an annual contract.
7. Kindergarten Class of 2022 Central Fund
 - Peg explained that this is something that occurs every year as a new class enters.
8. Sea Girt Army Camp Lease (Last year's lease was \$5,610.00)
 - Peg shared the lease. Mike asked that we call the state and ask why the cost has increased and if it can be reduced.
9. Rental of Bleachers and Removal of Bleachers
 - The committee went over proposals from State Fair for bleacher rental, Nickerson for bleacher removal and discussed potential monies for the steel and aluminum
10. Copier Leases for the Large Machines
 - Peg explained that our 3 large Ricoh copiers have expired leases. She presented 5 options and recommended moving forward with the Ricoh Pro 8100 EX7EX which is similar to the existing copiers we are replacing.
11. Salary Guides received from NJEA
 - Peg distributed a synopsis of the salary guides provided by the NJEA. Peg contacted Mr. Predale to get some clarification on the proposed guides. Peg explained that both parties would have to agree on guides and that once agreement was reached the MEA would ratify and then the Board. Mike suggested that we share the guides with Michael Gross. Peg indicated that she would once Tom Predale clarified a few items.
12. Disposal of Equipment
 - Peg said we have lists of equipment from Mr. Weisert and Mr. Place that are obsolete. These items will be placed on the agenda for disposal.
13. Summer Transportation
 - Peg said that this was summer transportation that we just receive the billing on and that it needed to be approved.
14. Other Topics for Discussion
 - Mr. Shelton talked about the increase enrollment in the High School. Renae and Peg explained that students enroll throughout the summer. Some students have returned from other schools. Renae explained that this does not impact our revenue but it does impact our instruction.
 - Renae discussed the Academy of Health Careers Director and said that person would be paid the same stipend as the Academy of Finance Director which is \$5,350.
 - Renae discussed the School Security Officer: It was agreed that he will receive 10 Sick Days, 3 Personal Days and \$50,000 Salary.
 - Mr. Shelton said that Mr. Furey cannot make the Thursday meeting and asked if the Finance Committee could meet with Bob Allison possibly at 5 p.m. on Thursday, August 22, 2013 prior to the Board meeting to make sure that everyone was on the same page about the Field Project.
 - Mr. Shelton also indicated that he would like to discuss where the current budget stands with restorations and the overall picture. Mrs. Hom indicated that this is somewhat difficult since we do not have salary guides but said she would work on an update.
 - Mrs. LaPrete indicated that some Elementary School parents would like to see a teachers added in Grades 2 and 4.

ATHLETIC/COMMUNITY RELATIONS COMMITTEE MEETING

AUGUST 15, 2013

9:00 A.M.

Minutes

Attendance: Tom Pellegrino (Chairperson), Jack Campbell, Linda DiPalma, Renae LaPrete, Peg Hom, Ron Kornegay, Rich Kirk

NOTE: Any questions concerning minutes, please contact Renae.

Old Business

1. Manasquan Baseball

The committee recommended to place on the August 22 agenda for approval: The Manasquan Baseball teams utilizing the Wall Municipal Complex Baseball Fields for the 2014 season in the amount of \$2,000.00.

2. Atlantic Club Soccer

Is there enough field space for Freshman, JV and Varsity teams?

Mr. Kornegay confirmed that the Atlantic Club is extending their baseball fence. There will be enough room for a regulation field. Parents are paying the Atlantic Club fees and trainer. Practices remain at the Sea Girt Army Camp.

3. Ice Hockey Arena Update

Mr. Gross, (attorney) is presently handling this matter. Our ice hockey team will be at the Howell Ice World this season.

New Business

4. Resignation from Varsity Boys' Lacrosse Coach

Mr. Kornegay met with Mr. Schmidt (Coach) and shared with the committee some concerns the coach had, one being an extremely difficult parent.

5. Athletic Warrior Complex Update

Mr. Pellegrino and Miss LaPrete updated the committee as to where we are with the Warrior Athletic Complex.

- Application of retaining wall pending, soil samples taken
- Walk-thru of field by community members regarding the retaining wall was held on August 12th – Thank you Mr. Pellegrino
- \$2.5 million 5 year lease purchase (field turf, lights, bleachers, upgrades at elementary baseball field)

6. Fall Athletes

Do we have parental consent forms signed prior to participating?

Mr. Kornegay confirmed that no athlete may participate in extracurricular activities until all necessary forms are signed.

**BUILDINGS AND GROUNDS COMMITTEE MEETING
MINUTES
AUGUST 15, 2013**

Present: Michael Shelton, Jack Campbell, Michael Forrester, Renae LaPrete, Peg Hom, Bernie Bigley

Old Business:

1. The Door Project remains on hold until December. Ted Hopkins is updating the estimates for new entries to each school. Architect needs to be appointed with dollars. He was appointed to proceed.
 - There was a discussion about approving \$36,000 for FVHD for professional services related to the door bid.
 - There was discussion about making it clear that the door bid is on hold until the ROD Grants are awarded in December.
 - There was a discussion that the only proposal received from FVHD was for the door project and that Peg has asked Ted Hopkins to give us a written estimate on creating secure main entrances in both the High School and Elementary School.
2. RFP for janitorial and grounds
 - Discussion about the when would this service begin
 - Discussion about talking to Michael Gross about how to proceed
 - Discussion about whether any staff would be kept or if the staff would all be granted an interview with the successful bidder.
 - Discussion about whether this bid would include custodial, maintenance and grounds and would grounds include field lining and snow removal
 - Outcome was that the specifications should be written so that they are not overly burdensome but can achieve a level of saving while providing for the needs of the district.
3. Referendum and review of prior proposal of costs, projects to include
 - This would be more of a subject at the Sending District Meeting next week.
4. Applications to the State & Addendums to MATRIXNEWORLD Contract
 - a) Retaining Wall & Drainage
 - b) Field Project & Track
 - Mike indicated that the applications are complete except for the local code official review. We think the Wall Township code official will agree to do this. The Manasquan code official cannot. These applications will be sent to the state as soon as this form can be completed.
5. Water build up near Board Office during Storms
 - The committee discussed the water build up in back of the Administration Building.
 - The committee agreed that the large tree in back needed to be removed and the property regarded to deflect water away from the building.

New Business:

1. Softball Field Issue
 - a) Adjoining Property – Eirich – Claim
 - b) Modifications made to date
 - c) Other proposals presented in 2010 and 2013
 - 1) Dome Backstop Estimate: \$10,000
 - 2) Tex-Net Estimate: \$27,878.26
 - 3) Other netting ideas

- The committee discussed the softball foul ball problem over on North Main Street. Renae, Peg and Bernie gave a history of events that made this problem worse. The backstop was moved in 2008 which resulted in more foul balls going into neighboring properties. The backstop was extended to try and help alleviate this problem. Bernie secured quotes in 2010 and 2013 from Tex-Net to deal with this problem. These quotes were given by Bernie and Peg to Mrs. Margin and Mr. Mahon. Bernie also investigated a Dome Backstop and other methods of netting the area. Neighbors have suffered damages to their homes and cars and have mentioned other potential dangers from foul balls. The committee agreed to investigate several alternatives to solving this problem.
2. Mosquito Commission Agreement
 - a) Agreement signed in order to get on the schedule prior to school
 - Peg informed the committee that we have been trying to get the Mosquito Commission to come all summer. Mike pointed out that it was only on the Elementary School side of the street. Bernie said that he would try and get them to address issues on the High School side as well once they were on site.
 3. Bleacher Rental & Removal
 - Peg and Bernie gave the committee quotes from State Fair for bleacher rental. The rental would cost \$26,175.50. A quote was given for the removal of bleachers by Nickerson. The quote was for \$25,975.00. Peg explained that dumpsters would be provided at no cost to the district for scrap steel and aluminum and that the district would receive the proceeds for the scrap. Scrap prices were share but would have to be updated at the time of the bleacher removal.
 4. Mr. Shelton discussed the Tennis Courts and indicated that they were approved as part of the town's budget. Bernie was instructed to contact the Town about their share of the cost to refurbish them. Once we have a definite commitment from the town Bernie will work on scheduling a time when they can be done. Bernie and Peg indicated that the fall tennis season has begun and that we would need to work around this schedule.
 5. Mr. Shelton told Bernie that the storage garage behind the Industrial Arts building was left unlocked. He indicated that there were tools inside. Mr. Bigley said he would address this and did go outside and follow up to make sure the facility was locked.
 6. Mr. Shelton asked about the box car behind the High School. Mr. Bigley was instructed to talk to the High School Administration, to find out if anything stored there needed to be saved, and to dispose of the box car and to either relocate or dispose of items inside the car as determined by the High School Administration. Bernie asked if he could contact Spring Lake he thought they might be interested in the box car.
 7. Mr. Shelton asked about getting a price on blue vinyl fence slates for privacy. Bernie is to get a price for filling the fence from Atlantic Ave to the scoreboard. Mr. Shelton indicated that this was discussed in the past.
 8. Mr. Shelton asked about what was stored in the Ag Building. Mr. Bigley explained that Uniforms, athletic equipment, HVAC filters and obsolete computer equipment was stored in that building. There was a discussion about consolidating storage and only storing things that need to be kept. There was also a discussion about eventually expanding storage on the Elementary School side. There was some discussion about the disposal of the Ag Building property and the fact that the utilities from the field will run through that property.

9. Mr. Shelton asked about the fence painting down by the Band Room. He felt that all of the fence in that area would eventually be removed with the field project and that fencing in that area was a waste since it cannot be locked most of the time. He felt that the ticket booths should be move up top to tight thing up. There was a further discussion about the cuts to the amount paid for people working games. Ms. LaPrete was going to speak with Mr. Kornegay about this to ensure that assignments are not given that exceed the budget.
10. Peg discussed the fact that the fencing on Sea Girt Ave. is continuously being cut. There was a discussion about the possibility of a parking lot in that area. There was also discussion about leaving the gate unlocked to avoid people cutting the fence.

PROPOSED RESOLUTIONS FOR AUGUST 22, 2013 AGENDA

Recommend approval of FVHD Architects for professional services rendered in connection with Interior Door Replacement at Manasquan High School in the amount of \$36,000 plus reimbursable. This project is currently on hold awaiting the awarding of the ROD grants in December.

Recommend approval of the Right of Entry Agreement for the Monmouth County Mosquito Control Commission in order for them to clean Watson's Creek.