

BOARD OF EDUCATION

Borough of Manasquan

The Regular Open Business Meeting of the Manasquan Board of Education was held in the Manasquan High School Auditorium, 167 Broad Street, Manasquan, New Jersey, on Tuesday, September 19, 2013.

Mr. Bauer called the meeting to order at 7:00 p.m. and read the Opening Statement.

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.

Call to
Order

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

2. Pledge of Allegiance

Pledge of
Allegiance

3. Roll Call

Julia Barnes (Brielle)

Linda DiPalma

Michael Shelton

Thomas Bauer

Mark Furey (Belmar)

Katherine Verdi – absent

Jack Campbell

Michael Forrester (SLH)

James Walsh

Kenneth Clayton - Absent

Thomas Pellegrino

Patricia Walsh

Roll Call

Also present: Renae LaPrete, Interim Superintendent of Schools, Margaret M. Hom, Business Administrator/Board Secretary, Michael Gross, Board Attorney, Joyce Pegler, Student Representative.

Mr. Bauer read the Mission Statement and Statement to the Public.

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.

Mission
Statement

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.

Statement
to
the Public

Mr. Bauer introduced the Acting Monmouth County Prosecutor, Mr. Chris Gramiccioni. He thanked the parents, the Board and Ms. LaPrete for the opportunity to address parents during Back to School Night regarding the epidemic of heroin use and abuse. He followed up to correct a

misunderstanding about one of the slides presented during the meeting relating to the number of admitted heroin addicts in treatment facilities from the school district.

Mr. Bauer reported that the Board would be addressing Item #8 at this time.

Ms. LaPrete reported that a new format would be added this evening and thought it important to share with the public two tenured teachers along with the new members to the staff. Mrs. Kerensky introduced the members of the faculty receiving tenure. Ms. LaPrete introduced the new faculty and staff.

Motion was made by Mr. Campbell, seconded by Mrs. DiPalma, and carried by roll call vote that the Board approve the minutes as specified in Item #6. (MEB/SDR)

August 22, 2013 & September 3, 2013 – Ayes (10), Nays (0)

August 29, 2013 - Ayes (9), Nays (0), Abstain (1) – Mr. Forrester

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Regular Open Business Meeting and Closed Executive Session of August 22, 2013, Special Action Meeting, August 29, 2013 and Special Action Meeting, September 3, 2013.

Motion was made by Mr. Shelton, seconded by Mr. Campbell, and carried by roll call vote that the Board approve the Superintendent's Report as specified in Item #7. (MEB/SDR)

Ayes (10), Nays (0)

7. Superintendent's Report & Information Items

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

- Enrollment – **Document A**

8. Presentations (see report above)

- Tenured Teachers
- New Faculty and Staff

Mr. Bauer introduced Joyce Pegler, Student Board Representative, and asked Mrs. Hom to administer the Oath of Office.

Mr. Bauer congratulated Joyce and asked her to present the Student Representative report.

Ms. Pegler reported that the Student Council is organizing freshman elections and working on Respect Week. She also said they are preparing for College Night on October 9th and the Halloween costume contest.

Ms. LaPrete thanked Joyce and the Student Council members who assisted with the Parent Night program.

9. Student Board Representative Report – Joyce Pegler

Mr. Bauer moved on to the Board Committee Reports.

10. Board Committee Reports

Mrs. Walsh presented the Personnel Committee Report from the September 11, 2013 meeting.

Mrs. DiPalma presented the Education, Curriculum and Technology Committee Report from the September 11, 2013 meeting.

Presentations

Minutes

Superintendent
Report &
Information
Items

Student
Representative
Report

Committee
Reports

Personnel

Education,
Curriculum &
Technology

Mrs. Barnes presented the Policy Committee Report from the September 11, 2013 meeting.

Policy

Ms. LaPrete reported that she would be holding Policies 0166, 0164 and 0167 for further discussion with the policy committee.

Mr. Pellegrino presented the Athletic/Community Relations Committee Report from the September 12, 2013 meeting.

Athletic/
Community
Relations

Mr. Bauer presented the Buildings and Grounds Committee Report from the September 12, 2013 meeting.

Building &
Grounds

Mr. Shelton presented the Finance Committee Report from the September 12, 2013 meeting.

Finance

Ms. LaPrete addressed Mrs. DiPalma's request for clarification on money being set aside for the purchase of technology equipment for the students and said that it was decided that input from the faculty and students would be sought out prior to moving forward and a meeting is scheduled next Wednesday at 3:00 p.m.

A copy of the above committee reports will become a part of the formal minutes.

Mr. Bauer opened the first public comment on agenda items and read the following statement.

11. Public Comment on Agenda

Public
Comment
Agenda
Items

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.

Rich Bartholomew, 121 Lake Avenue, Manasquan, commented on the agenda and how in the past the public was given the opportunity to comment after old/new business prior to the Board going into closed session. He pointed out the importance of this format that gives the public the opportunity to make their thoughts known and asked if this changed could be considered by the policy committee.

Rob Miles, Fletcher Avenue, Manasquan Cable Advisory Committee, asked if the Board would be open to filming the meetings for rebroadcasting on Manasquan's cable channels. Mr. Bauer asked that this be addressed during the second comment period.

Heather Garrett-Muly, 28 Elizabeth Avenue, Manasquan, commented favorably on the numbers being up in the high school.

Marilyn Jacobson, 59 McLean Avenue, Manasquan, asked for clarification on the statement made during the policy committee report on having documentation of questions one week in advance to the administration. Mr. Walsh also asked for clarification. Mrs. Barnes replied that discussion on this matter would be re-addressed in the next policy meeting. She provided an explanation of how this process would be addressed by the Board.

Mr. Bauer closed the public comment on agenda portion of the meeting seeing no additional comments from the public.

Mr. Bauer asked for a motion to approve Manasquan Motions - Items #12 through #30.

Motion was made by Mr. Campbell, seconded by Mr. Shelton, and carried by roll call vote to approve Manasquan Motions – Items #12 through #30. (MEB)

Ayes (7), Nays (0) – Abstain (1) Item #20-Mr. Bauer

General Items

- 12. Recommend** approval to create a new teaching position in the Elementary School for the 2013-2014 SY:

- Special Education Teacher – TCH.ES.SPED.RR.24

- 13. Recommend** to re-approve the annual Manasquan Board of Education Policy #2415.04, Title I – District-Wide Parental Involvement.

- 14. Recommend** approval of the 1st Reading of Revised Manasquan Board of Education Policies as per **Document B1 & B2: POLICY #5533** – Pupil Smoking; **POLICY #7434** – Smoking in School Buildings and on School Grounds.

- 15. Recommend** that the Board approve the Special Education Settlement Agreement for student number 2444 Case Number 2014-20078 in the amount of \$2,300.00.

- 16. Recommend** approval for the Elementary School to have two delayed openings on **October 24, 2013** and **February 20, 2014** for staff development (**the school day will begin at 9:55 A.M. both days**).

- 17. Recommend** approval for application of funds for **2014 FY** for the **NCLB** allocation in the amount of **\$122,144.00** (Title I \$90,638.00, Title IIA Manasquan \$22,796.00 and St. Denis \$471.00, Title III \$8,239.00).

- 18. Recommend** approval to eliminate a paraprofessional position at the Elementary School for the 2013-2014 SY:

- Instructional Paraprofessional - PARA.ES.AIDE.NA.04

Personnel

- 19. Recommend** approval to **amend** the salary of **Tara Mathis**, **TLR.ES.LTRT.FL.09**, Elementary School Special Education Teacher – long term replacement from Step 1B to Step 1M – **\$49,500.00 pro-rated** - *final salary to be determined when contract negotiations are finalized*

- 20. Recommend** approval of a transfer of **Donya Manovill** from Elementary School Paraprofessional to High School Paraprofessional.

- 21. Recommend** approval to accept the resignation of **Sheri Trainor**, PARA.ES.AIDE.NA.10, Elementary School Paraprofessional, effective September 21, 2013.

Manasquan
Motions
#12 - #30

E.S. Special
Education
Position

Policy
#2415.04

1st Reading
Policy #5533
#7434

Special Ed
Settlement

E.S. Delayed
Opening

NCLB 2014FY
Application

Elimination of
E.S. Para
Position

Personnel
T. Mathis

D. Manovill
(transfer)

S. Trainor
(resignation)

22. **Recommend** approval of the following mentor assignments for the 2013-2014 SY:

<u>Provisional Teacher</u>	<u>Mentor</u>	<u>Subject</u>	<u>Weeks</u>
John Menafr	Kristine Yellovich	Social Studies	30
Tara Mathis (Pending)	Valerie DeAntonio	Special Education	30

23. **Recommend** approval of the following stipends for mentor assignments for the 2013-2014 SY: *monies will be payroll deducted from mentees in order to pay mentors – all mentors will be paid in the June 2014 payroll.*

Traditional Route

John Menafr	Krisitine Yellovich	\$550.00 (30 weeks)
Tara Mathis (Pending)	Valerie DeAntonio	\$550.00 (30 weeks)

24. **Recommend** approval to rescind the appointment of Heather Saake, **PARA.ES.AIDE.NA.04**, as an Special Education/Instructional Paraprofessional for the 2013-2014 SY.

25. **Recommend** approval of the appointment of **Heather Saake, TCH.ES.SPED.RR.24**, as an **Elementary School Special Education Teacher for the 2013-2014 SY beginning September 20, 2013 at Step 1B \$47,500.00 – pro-rated - final salary to be determined when contract negotiations are finalized**

26. **Recommend** approval of the appointment of **Erica DeWitte, PARA.ES.AIDE.NA.10**, as a **Clerical Paraprofessional**, for 4 hours per day for the 2013-2014 SY at Step 1 - \$17.50/hour - *final salary to be determined when contract negotiations are finalized (Pending criminal history approval)*

27. **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>
October 3, 4, 5, 2013	Teri Trumpbour	New Brunswick	Art Educators Conference	Yes	None
November 21 & 22, 2013	Jill Wells	Framingham, Massachusetts	Therapies in the Schools Conference	No	None
October 24, 2013	Lorissa Voorhees	Millstone	LDTC Consortium	No	\$14.88 mileage

28. **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>
October 22, 2013	Kristine Gianna	3 rd Grade	Jenkinson's Aquarium	To enhance ecosystem unit	No	None	Students
October 22, 2013	Mary VanWickle	Kindergarten	Wemrock Orchards, Freehold	To participate in fall activities	No	None	Students

Placement of Students on Home Instruction

29. **Recommend** that the following student(s) be placed on home instruction, as recommended by the Child Study Team:
7894826061 Manasquan Grade 5 beginning September 12, 2013 – end date
TBD (Medical)

Home
Instruction
E.S.

Secretary's Report

30. **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:

Financial
Report

- A) Secretary's Financial & Investment Report as per **Document C**
- B) Elementary School Central Funds Report as per **Document D**
- C) Purchase Orders as per **Document E**
- D) Cafeteria Report - **No report for the month of September**
- E) Bills and Confirmation of Bills (Current Expense)

- A) The Business Administrator/Board Secretary certifies that as of **August 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.

Secretary's
Certification

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 **August 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.

Acceptance of
Secretary's
Certification

Recommend acceptance of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **August 31, 2013** per **Document C**. (The Treasurer of School Moneys Report for the month of **August 2013** is on file in the Business Office and is in balance with the Secretary's Report).

Secretary's
Financial &
Investment
Report
Document C

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 **August 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 **August and September** as recommended by the Superintendent of Schools, as per **Document C**.

Budget
Certification
Document C

- B) **Recommend acceptance** of the **Elementary School Central Funds Report** for the month ending **August 31, 2013** as per **Document D**.

E.S. Central
Funds Report
Document D

- C) **Purchase Orders** for the month of **September 2013** be approved, as per **Document E**.
- D) **Recommend acceptance** of the **Cafeteria Report: No report for the month of September**

Purchase
Orders
Document E

- E) **Be It Resolved:** that the **Bills (Current Expense)** in the amount of **\$1,132.446.11** for the month of **September 2013** be approved. Records of, checks (**#33298 - #33392**) and distributions are on file in the Business Office.

Bills

F) Confirmation of Bills (Current Expense) for August 2013 at \$1,126,676.08 and checks (#33104 - #33297).

Mr. Bauer asked for a motion to approve Manasquan/Sending District Motions – Items #31 through #49.

Prior to roll call vote, Mrs. Hom addressed Mrs. Walsh's request for an explanation of Item #31.

*Motion was made by Mr. Shelton, seconded by Mrs. DiPalma, and carried by roll call vote to approve Manasquan/Sending District Motions – Items #31 through #49. (MEB/SDR)
Ayes (10), Nays (0), Abstain (1) - #38-Mr. Bauer*

Confirmation
Of Bills

Manasquan/
Sending
District
Motions
#31 - #49

General Items

31. **Recommend** approval to create the following account for the 2013-2014 SY:
 - MHS /Rutgers Health Careers Academy
32. **Recommend** approval of the contract agreement with Sport Safe Testing Service, Inc. to provide a random drug testing program for the 2013-2014 SY, not to exceed \$30,000.00.
33. **Recommend** approval for the High School to have two delayed openings on **October 24, 2013** and **February 20, 2014** for staff development (**the school day will begin at 10:30 A.M. both days**).
34. **Recommend** approval of the agreement with the Alliance for Competitive Energy Services (ACES) for Natural Gas and Electric services. This agreement shall be valid through May 2018.
35. **Recommend** that the Board rescind approval of the agreement with All American Gymnastics for use of their facility for the Manasquan High School gymnastics practice session for the 2013-2014 school year as approved on August 22, 2013 due to lack of participation.
36. **Recommend** approval of a contract with Stronge and Associates for a one-day teachers training – Student Growth Objectives at a cost of \$4,600.00
37. **Recommend** approval of the Tentative Budget Calendar for 2014-2015 as per **Document 1**.

MHS/Rutgers
Health Careers
Academy
Account

Sports Safe
Testing
Service

H.S. Delayed
Openings

ACES
Agreement
Natural Gas &
Electric

All American
Gymnastic
Contract
"rescind"

Strong &
Associates

2014-15
Budget
Calendar
Document 1

Personnel

38. **Recommend** approval of the request for PARA.HS.AIDE.NA.07 (4374) to take a paid medical leave of absence beginning December 9, 2013 through February 20, 2014 and a Family Leave of Absence beginning February 21, 2014 through March 3, 2014.
39. **Recommend** approval of the following mentor assignments for the 2013-2014 SY:

<u>Provisional Teacher</u>	<u>Mentor</u>	<u>Subject</u>	<u>Weeks</u>
Amy Edwards	Rick Coppola	School Media Specialist	34
Linda Hoeler	Robert Waldeyer	Business	30
Dana Warncke	Jill Santucci	Health & P. E.	30
Judy Hawkins (Pending)	Meredith Heeter	English	30

Personnel

Paid Leave
H.S. Para

Mentor
Assignments

40. **Recommend** approval of the following stipends for mentor assignments for the 2013-2014 SY: *monies will be payroll deducted from mentees in order to pay mentors – all mentors will be paid in the June 2014 payroll.*

Traditional Route

Linda Hoeler	Robert Waldeyer	\$550.00 (30 weeks)
Dana Warncke	Jill Santucci	\$550.00 (30 weeks)
Judy Hawkins (Pending)	Meredith Heeter	\$550.00 (30 weeks)

Stipends
Mentor
Assignments

41. **Recommend** approval of the following substitute(s) for the 2013-2014 SY:

Marc Rodger - Custodian

Custodial
Substitute

Athletics

42. **Recommend** approval of the **resignation** of **Kevin Preston** as an Assistant Boys' Lacrosse Coach for the 2013-2014 school year.

Asst. Boys'
Lacrosse coach
(resignation)

43. **Recommend** approval of the following non paid volunteers for the 2013-2014 SY:

Andrew Cefalo – Assistant Football Coach

JD LaCarrubba – surf team

Orthopaedic Institute of Central Jersey

Non-Paid
Volunteers

44. **Recommend** approval to rescind the remainder of the Gymnastics season along with the appointment of Megan Doherty as the Gymnastics Coach effective September 9, 2013. Ms. Doherty will be paid \$500.00 for services completed.

Gymnastic
Coach
(rescind)

45. **Professional Days**

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

Professional
Days – H.S.

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
September 21 & 22, 2013	Dotti Gerlach	Tindall Park, Middletown	Monmouth County Girls' Tennis Tournament	No	\$29.14 mileage
September 24, 2013	Don Bramley	East Brunswick	LEA Accountability for Federal Funds	No	None
October 5, 2013	Amy Edwards	Rider Univ., Lawrenceville	NJ Assoc. of School Librarians Conference	No	\$30.54 mileage
October 7, 2013	Kevin Hyland	Spring Lake Golf Club	Alexandra Tozzi Memorial Service Outing / Heroes Donate Life Program	Yes	None
October 21, 2013	James Fagen	New Brunswick	Mock Trial Workshop	Yes	\$22.32 mileage
October 25, 2013 and March 14, 2014	Claire Kozic, Eric Wasnesky, Kevin Hyland	Rutgers Univ., Scotch Plains	Teacher meetings	Yes	None

MINUTES – September 19, 2013

Professional
Days – H.S.
(continued)

October 31, 2013	Leigh Busco	Strauss Esmay, Toms River	HIB Training	No	\$100 registration
November 14, 2013	Leigh Busco	Hamilton	Anti-Bullying Workshop	No	\$23.75 mileage
November 14 – 16, 2013	Amy Edwards	Hartford, Connecticut	AASL National Conference	Yes	\$108.87 mileage
November 20, 2013	Leigh Busco	Middlesex County Fire Academy, Sayreville	Conference: Drugs, Brains & Bullies: Understanding Today's Adolescents	No	\$40 registration \$10.45 mileage
December 5, 2013 and May 8, 2014	Claire Kozic, Rick Coppola, Lauren Gilbert	Rutgers Univ., Scotch Plains	Advisor meetings for Health Careers Academy	Yes	None
2013 – 2014 SY	Leigh Busco	Monmouth County Schools – each month meetings will be held at a different location	Monthly SAC meetings	No	\$295 registration \$110.73 total mileage for SY for monthly meetings
Dates TBD	Dotti Gerlach	Veteran's Park, Trenton	Girls' Tennis State Tournament	No	\$46.04 mileage
2013 – 2014 SY	Margaret Polak	Eatontown	Consortium of Special Education Supervisors	No	\$66.85 total mileage for SY for monthly meetings

Student Action

46. Field Trips

Recommend approval of the field trips listed below:

Field Trips
H.S.

<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>
October 9, 2013	Alan Abraham	Marching Band	Jackson Liberty High School	All Shore Marching Band Festival	No	\$588 transportation	None
October 12, 2013	Lisa Crowning	Academic Team	Stevens Institute of Technology	To compete in Academic Bowl	No	\$300 transportation	School /Club Accou nt
October 13, 2013	Alan Abraham	Marching Band	Seaside Heights	To perform in the Columbus Day Parade	No	\$450 transportation	None
Date TBD	Claire Kozic	Health Careers Academy	Rutgers Univ., Scotch plains	Final Exams	Yes - 3	None	School Accou nt

Placement of Students on Home Instruction

47. **Recommend** that the following student(s) be placed on home instruction, as recommended by the Child Study Team:

# 17272Manasquan	Special Education-Ungraded	2013-2014 SY (Medical)
#2256 Brielle	Grade 9	beginning September 16, 2013 – end date TBD
#171884Brielle	Grade 9	beginning September 12, 2013 end date TBD (Hospitalization)

Home
Instruction
H.S.

48. **Placement of Students Out of District**

No placements at this time

Out of
District
Placements

Financials

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

Financial
H.S. Central
Funds
Document 2

Mr. Bauer opened the 2nd public forum.

50. Public Forum

Public Forum

Tom Manny, 79 Second Avenue, Manasquan, commented on the conditions of the field being unsafe for the athletes. He also commented on the financing and suggested that each sending district fund the project based on the percentage of students sent to the school.

Michelle LaSala, on behalf of the Manasquan Concerned Taxpayers group, referred to questions asked over the last several meetings seeking details on the Warrior Athletic Complex and commented that the group respectfully disagrees with President Bauer's numerous statements that the Board has answered all questions. She said the group supports an athletic field upgrade and addressed their concerns relating to the effects of the grand plan on the elementary school playground. She presented a packet to the Manasquan Board Members and Ms. LaPrete that contained correspondence and petitions relating to concerns with the field project. She said this information would also be shared with the Department of Education, the media and sending district Superintendents and Business Administrators. She commented that they would love for a motion to put this project out to referendum and they believe it is a capital project.

Steve Del Guercio, Curtis Avenue, Manasquan, commented that he analyzed the various options and design proposals. He finds the current fields and the Sea Girt Army Camp deplorable, an embarrassment and a significant health and safety threat to the student athletes. He asked questions on the design options for the football field and the impact these options have on the other fields and athletic programs. He pointed out the difficulty with having sports off campus and said that he is in complete agreement with the approved design that would satisfy all student athletes and keep them on campus.

Rob Miles, 18 Fletcher Avenue, Manasquan, asked if the Board has a problem with the meetings being filmed for re-broadcast on Manasquan's two cable channels. Mr. Bauer said that this would need to be discussed in Policy Committee and Buildings and Grounds Committee and he would have more information at the next meeting.

Marilyn Jacobson, 59 McLean Avenue, Manasquan, commented that it is her opinion that the Board has never clearly defined where the money is coming from for the Warrior Complex except from the Manasquan taxpayers. She asked the following questions: where the \$2.5 million is coming from; if the anticipated health care savings over the next five years would need to be returned to the sending districts and if this savings can be used for a capital project. She asked for clarification of the sending districts responsibility for paying off the capital payment of the bond or just the interest on the bond.

Mr. Shelton addressed her questions and said the Board agreed to dedicate 2% of the overall budget for district improvements. He said the project is not going to be bonded and under a referendum the Manasquan taxpayers would be paying 100%. He said that the contractor estimate that was turned in on the application to the state for the project did not include the total project.

Heather Garrett-Muly, 28 Elizabeth Avenue, Manasquan, referred to the two sets of plans she reviewed – one with Birdsall's stamp on it and one with Mr. Eareckson's stamp on it. She asked if the plans with Mr. Eareckson's stamp were the ones submitted to the state. She said there are no planned bleachers or lights, no walking track and conduit and asked if there are different plans.

Mr. Eareckson replied that there are three sets of plans at the town, the DEP approved Birdsall plans, the one for the retaining wall and drainage plans and the track and field plans. He explained the phases of the project as they relate to the different sets of plans.

Mr. Shelton clarified the type of bleachers is an option based on the cost factor realized by the bids.

Mr. Eareckson said the plans with his signature that were submitted to the Department of Education are for the retaining wall and drainage and the track and field. He clarified that the retaining wall and drainage plans submitted were identical to those submitted to the DEP for approval.

Ms. Garrett-Muly asked if there was a full cost for all phases of the project. Mr. Eareckson said his anticipated costs have been on the high side but until contractor costs were available he would not know the cost.

Mr. Bauer spoke of the many additional elements that would be wonderful to add to the complex over the years.

Ms. Garrett-Muly asked for clarity if it is the anticipation that the Army Camp and the Atlantic Club would no longer be used when the project is all done. Mr. Bauer said he trusts that the district would still use the Army Camp and the Atlantic Club is to be determined. Mr. Bauer agreed with Ms. Garrett-Muly that both the Army Camp and the district's facility are unsafe.

Ron Jacobson, 59 McLean Avenue, Manasquan, asked for clarification on the two sets of drawings, Birdsall's and Matrix's; that were submitted to the planning board and asked what is involved with the \$1.5 million and who are the "others" and are they in the \$1.5 million. He also asked about lighting and conduit not showing on the plans and the location of the construction entrance. Mr. Eareckson addressed his questions and clarified what is on the two sets of drawings and the location of the construction entrances.

Dennis Roberts, Brielle, addressed the Student in Good Standing policy referred to in Mrs. Barnes's report and thanked Ms. LaPrete for meeting with him and his wife to discuss this matter of concern. He feels the 24/7 policy is a problem, over-reaching and causing a detriment to the students. He suggests that the Board take a look at the policy and re-address its benefits. He said to let the parents parent and not the school.

Michelle LaSala, 44 Parker Avenue, Manasquan, on behalf of the Concerned Manasquan Taxpayers, asked to make clear that the letter she presented has eleven points of questions that have not been answered after listening to the audios. She pointed out that those who attend meetings regularly have been told there are permanent bleachers or there are not permanent bleachers. She asked for clarity and honest answers.

Carl Straub, 27 Willow Way, Manasquan, referred to the past discussions and presentations on the field project and asked about the public use of these facilities. He said that now in their deplorable condition the fields are locked down and inaccessible. He asked what the policy would be for public use of the facility.

Public
Forum
(continued)

Mr. Bauer said that this still needs to be determined and that it is the goal of the Board that community use of the facility not conflict with use by the students. He said that at this time no definitive programs have been mentioned relating to renting out the facility.

Jeannie Walsh, 354 Cedar Avenue, Manasquan, alluded to the \$500,000 being part of the budget over the next five years and asked what percentage of the budget will be determined for the project. Mr. Shelton addressed her questions and concerns. Mrs. Walsh commented that some people believe that the field is in the condition it is in now because the Board chose to ignore it in order to get the project going. She asked that the retaining wall not be built until the bids are received and the sending districts are on board.

Mr. Bauer closed the Public Forum seeing no additional questions or comments from the public.

End of
Public Forum

Mrs. Walsh commented that many members of the community along with Board Members have asked questions about the project. She suggested that possibly it would best serve everyone if a schedule or something in writing noting the phasing and what is included in each of the phases be made available and also how the funding will work along with the involvement of the other districts. She suggested that Mr. Passiment, from the County, come and speak on financing. She believes that the taxpayers are owed an explanation in a comprehensive manner. She said starting next year's budget with a \$500,000 deficit is a disadvantage to the district.

Mrs. Barnes asked how many registered voters are in Manasquan. Mr. Pellegrino said that there were around 3,000.

Mr. Bauer addressed questions and comments made during the public forum. He spoke on the importance of the track being included in the project and pointed out that the track will only fit in the location engineered by Mr. Eareckson. He spoke of the disadvantages of putting a synthetic turf on the field in its current location and also putting turf on the baseball and football fields. He spoke of the inability of properly lighting the complex that has a turfed baseball field and football field. He spoke on the advantages of moving the baseball field to the elementary school. He believes that this is the best solution for the general student body at large. He pointed out that there will be a playground at the elementary school.

Mrs. Walsh clarified that in 2005 a track was included in the plan and this plan was taken to the voters for referendum and it was defeated.

Mr. Bauer moved on to Old/New Business.

Old Business/
New Business

51. Old Business/New Business

Mr. Bauer reported that the Superintendent Search is going to commence and resumes will be reviewed as recommended by the consultant, Leadership Advantage in early October, at which time interviews will take place. Mr. Bauer also reported that the Business Administrator Search and the Interim Business Administrator Search will commence as well. He said the positions have been posted and a deadline for resume submission is September 27th with review by committee the last week of September and first week of October.

Mr. Walsh commented on Manasquan shouldering the expense for the project and asked to make a motion that the taxpayers are offered options in a referendum. He agreed that the project needs to

MINUTES – September 19, 2013

be done but he believes the people of Manasquan should be heard. Mrs. Walsh seconded his motion.

Mr. Bauer said that multiple plans have been presented on numerous occasions and to go back and start over would be rehashing old news. Mrs. Walsh pointed out that there was never detailed discussion between Board Members as to what plan would move forward.

Mr. Pellegrino pointed out that a referendum would be funded by the taxpayers outside of the budget. A discussion took place on the disadvantages of putting together alternative plans to be put to a vote.

Mrs. Barnes asked what expense has already been incurred by Manasquan in the preparation of the current plans.

Prior to the vote Mr. Pellegrino commented that this is a compromised plan and it is not perfect. He said that this is a hard decision to make and has caused him a lot of grief and wished this could be over. He said he voted yes because the fields need to be improved and the kids deserve better fields.

Motion was made by Mr. Walsh, seconded by Mrs. Walsh, and denied by roll call vote to seek approval to prepare plans as an alternative to the current project that would be considered to be placed as a referendum question to the public in the future. (MEB)

Ayes (2) - Mr. Walsh, Mrs. Walsh

Nays (5) - Mr. Bauer, Mr. Campbell, Mrs. DiPalma, Mr. Pellegrino, Mr. Shelton

Mrs. Walsh asked to make the following motion that the Board not move forward with the project until a commitment for financing is received from the sending districts.

Prior to the vote Mrs. Barnes commented that the finance committee is starting the budget calendar around November 1st. She said that it is overwhelming how much Brielle does support the program as a community and said that it would be premature at this point to make a motion that would require sending district guarantee before the budget preparation for 2014-2015 school year. She said that halting the project on this contingency would be irresponsible to the student athletes. She said as a Board Member there is a responsibility to the taxpayers but the number one responsibility is to the students.

Mrs. DiPalma commented that she cannot imagine telling the students that the Board would not go ahead with the field project because the sending districts will not help. She would still want the field to move forward and as a taxpayer she has no problem paying for the field.

Mr. Pellegrino said that he cannot in good conscience tell the sending districts what to do.

Mrs. Walsh commented that over the last three months it has been said by the Board that we anticipate that the sending districts will agree to pay on top of the tuition for the construction of the project. She said that she is not opposed to fixing the fields but wants it done right and done transparently and by telling the taxpayers that there is full anticipation of sending district participation we are not taking any risks by waiting until the commitments come in. She feels that this is the responsible thing to do.

Motion was made by Mrs. Walsh, seconded by Mr. Walsh, and denied by roll call vote that the Board of Education not move forward with the project until a commitment for financing is received from the sending districts. (MEB)

Ayes (2) - Mr. Walsh, Mrs. Walsh

Nays (5) - Mr. Bauer, Mr. Campbell, Mrs. DiPalma, Mr. Pellegrino, Mr. Shelton

Old Business/
New Business
(continued)

Motion to go
to Referendum
for Warrior
Field Project

Motion to wait
For Sending
District
Commitment
For Field
Project

Mr. Bauer read the Sunshine Law Resolution.

Sunshine Law
Resolution

52. 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 20 minutes. The Board of Education will not be returning to public session after the closed session.

*Motion was made by Mr. Shelton, seconded by Mr. Campbell, and carried by voice vote to enter into closed session and adjourn the Regular Open Business Meeting. (MEB/SDR)
Ayes (10), Nays (0)*

Adjournment

53. Adjournment

Motion to Adjourn

Respectfully submitted,

*Margaret M. Hom
Business Administrator/Board Secretary*

PERSONNEL COMMITTEE MEETING

SEPTEMBER 11, 2013

5:30 P.M.

Minutes

Attendance: Pat Walsh (Chairperson), Julia Barnes, Ken Clayton, Linda DiPalma, Renae LaPrete, Colleen Graziano, Margaret Polak

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

Old Business - NONE

New Business

The committee is recommending moving the following items for board approval

1. Business Administrator Replacement

It was discussed that we post for a full time Business Administrator; however, we may need an Interim BA as well. Mrs. Barnes mentioned that Brielle has an Interim B.A. It was recommended that we possibly look into a Shared Services B.A. Agreement. Renae will speak to Brielle's Superintendent.

2. Amend Salary

We need to amend an elementary special education teacher's salary. Tara Mathis was approved last month on the BA level; however, she should have been placed on the MA level.

3. Transfer

We need to transfer Donya Manovill (Paraprofessional) from the elementary school to the high school because the student she is working with is now at the high school.

4. Leaves of Absence

Donya Manovill, High School Paraprofessional, is requesting a leave of absence from December 9, 2013 through March 3, 2014.

5. Resignation

Sheri Trainor, Elementary School Paraprofessional, has submitted a letter of resignation.

6. Mentors

We are asking the board to approve the following mentors for our new staff:

- Amy Edwards – mentor will be Rick Coppola – (Media Specialists get entered into a Residency Program and must be mentored by an administrator)
- Linda Hoeler – mentor will be Robert Waldeyer
- John Menafrá – mentor will be Kristine Yellovich
- Judy Hawkins (Pending) – mentor will be Meredith Heeter
- Tara Mathis (Pending) – mentor will be Valerie DeAntonio

7. Substitutes

Approval to appoint Marc Rodger as a substitute custodian

8. New Special Education Teacher

Mrs. Polak, Special Education Supervisor, is requesting a new special education teacher due to four new students who now have been classified with in class support services (ICS).

We will need to create this position which will be an agenda item for approval.

We have posted this position. I will notify the Personnel Committee once interviews have been completed. The candidate will be on the September 19th agenda for approval.

9. Superintendent Search

Mrs. Walsh informed us that she will be out of state during the month of October. She is on the Superintendent Search Committee but stated that she is okay with being replaced so the process for the Superintendent Search moves forward.

The Search Committee included: Mrs. Walsh, Mrs. Barnes, Mr. Shelton, Mr. Campbell and former president Michele LaSala. I spoke to Mr. Bauer and he asked that the committee now include: Mr. Shelton, himself as Board President, Ken Clayton, Jack Campbell and Julia Barnes.

8 resumes from Leadership Advantage were recommended for interviews. Mr. Bauer asked that a meeting be held by the Superintendent Search Committee to review the 8 resumes prior to interviewing the candidates. Once the Committee decides who they want to interview, Renae's office will contact the candidates to see if 1) they are still interested and 2) arrange a date and time to be interviewed.

10. Business Administrator Search

We discussed the Business Administrator Search in Finance on September 12th. Mr. Bauer recommended that we keep the same committee as the Superintendent Search Committee.

As mentioned in Personnel and Finance, Mr. Passiment said he could give me names of people who might be available. In addition, we will post for a full time B.A. next week. We will also post for an Interim B.A. until the full time B.A. comes on board.

- **Next meeting is Wednesday, October 9th at 5:30 P.M.**

EDUCATION, CURRICULUM & TECHNOLOGY COMMITTEE MEETING

SEPTEMBER 11, 2013

6:30 P.M.

Minutes

Attendance: Linda DiPalma (Chairperson), Katherine Verdi (Co-Chair), Mark Furey, James Walsh, Julia Barnes (Alternate), Renae LaPrete, Jesse Place,

NOTE: Any questions concerning minutes, please contact Renae.

1. Old Business

- **BYOD/1:1 – Bring Your Own Device**

A committee "Student Mobile Device Committee" has been formed through the efforts of Mr. Jesse Place. We are meeting on September 25th at 3:00 P.M. Administration, teachers and student representation will be included.

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

We will be recognizing our September Students of the Month in October.

2. New Business

- **NCLB – No Child Left Behind Grant**

Board approval is needed for Title I: Improving Basic Skills, Title II: Training and Recruiting Highly Qualified Teachers and Title IV: Limited English Proficient and Immigrant Students.

- **Sport Safe Contract**

There are no changes from last year for the Random Drug Testing. Board approval is needed.

- **2013 Biology Competency Test Scores - attached**

Mr. Place reported that these scores are from our sophomores and hors freshman biology students. We are very proud that the Advanced Proficient scores increased from 22.4% in 2012 to 28% in 2013. We are well above the State and District Factor grouping scores.

- **New Special Education Teacher**

As discussed at the Personnel Meeting, there is a need for an additional teacher at the elementary school. We need to create the position, post, and then make a recommendation. We will notify Personnel before the board meeting.

- **MHS Back to School Night – September 17, 2013 6:30 P.M.**

We were notified by the Prosecutors Office that the County Prosecutor will present a PowerPoint to parents 12 Monmouth county School Districts. The topic will be "Stop Teaching Our Kids to Kill". Our high school parents have been notified. This presentation will be held for about 20 minutes prior to our 7:00 P.M. program.

- **Recognizing Tenure/New Staff**

New staff and teachers receiving tenure will be recognized at the September 19, 2013 board meeting. Tenure teachers will receive a certificate.

- **Social Media Recommendation/Discussion**

Jesse Place sent Bob Mahon a memo February 20, 2013 regarding social media recommendations. The committee has asked for a copy to review. We will discuss this at our next meeting.

- **Jersey Cares Project(s)**

A representative from Jersey Cares reached out to our administrators and asked about projects which they might be able to assist us with at both schools. The representative said they would get back to us with information, including monies which they may be able to donate.

- **Approval for 2 delayed openings for Professional Development**

The administration has requested 2 delayed opening days on October 24, 2013 and February 20, 2014 for staff to continue working on the observation tool.

Next meeting is Wednesday, October 9th at 6:30.

POLICY COMMITTEE MEETING
SEPTEMBER 11, 2013
7:30 P.M.

Minutes

Attendance: Julia Barnes (Chairperson), Katherine Verdi (Co-Chair), James Walsh, Tom Pellegrino, Mike Shelton (Alternate), Renae LaPrete, Jesse Place

NOTE: Any questions concerning minutes, please contact Renae.

1. Old Business

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

A committee was formed – “Student Mobile Device Committee” – a committee meeting will be held on September 25th at 3:00 P.M.- administration, teachers and student representation will be included.

2. New Business

- **Approval of Policy #2415.01 Title I – District-Wide Parental Involvement**

This is a policy which needs approval annually.

- **Sport Safe Contract**

Renewal of the contract for Random Drug Testing, there are no changes from last year.

- **Amend Policy #5533 – Pupil Smoking and Policy #7434 – Smoking In School Buildings and on School Grounds**

Policies require two readings. Attached are the first reading of Policies 5533 and 7434. Please refer to the summary sheets stating the changes.

- **Public Participation in Board Meetings - Bylaw #0167**

The committee recommended amending Bylaw #0167 and added the following:

“Any supporting documentation for the Board shall be provided to the Board Secretary by Friday preceding the public meeting for dissemination to the Board Members.

Documentation can be turned in at the Public Board Meeting for the Board Members in the quantity needed, but will not be discussed at that meeting. Said documents are to be turned into the Board Secretary or designee.” This will be reflected in the new Bylaw #0167 for the first reading.

3. Other

- **Student in Good Standing Policy #2438**

Policy #2438 which includes “Station House Adjustments” was discussed in length. The committee recommended that we move to make changes to this policy. Renae will be working with the high school administration and will be reviewing the “Student in Good Standing Policy (2438) and the Pupil Discipline/Code of Conduct Policy (5600). We will report back to the committee at the October meeting.

- **Next meeting is Wednesday, October 9th at 7:30 P.M.**

ATHLETIC/COMMUNITY RELATIONS COMMITTEE MEETING

SEPTEMBER 12, 2013

Minutes

An email was sent with the agenda items and minutes to all board members. No formal meeting was held.

NOTE: Any questions concerning minutes, please contact Renae.

Old Business - None

New Business

1. Resignation from Boys' Assistant Lacrosse Coach – Kevin Preston

2. Volunteers – non-paid

- JD LaCarrubba – Surf Team
- Andrew Cefalo – Assistant Football Coach
- Orthopaedic Institute of Central Jersey

3. Gymnastics Coach/Team

Currently we have only 1 student interested in gymnastics. Mr. Ron Kornegay has met with the coach, student and has spoken to the parent. The student will be working out with Devlin gymnastics and does not wish to participate with another high school's team. Since the board approved the coaching stipend (\$4,150.00), I am recommending that we offer the coach \$500.00 for the time she spent in trying to formulate a gymnastics team. I spoke to the union president, Kirt Wahl, and he is fine with the recommendation.

4. FYI – Girls' Soccer Game

Due to the weather, the game was cancelled. This is a moot point.

5. AED'S: Automatic External Defibrillator

Beginning with the 2013-2014 school year, an AED Policy will need to be approved. Mr. Kornegay checked with our off campus facilities regarding AED'S. The AED'S are in every building of the Atlantic Club, at the Howell Ice Palace and are on carts for all athletic events. This item was discussed at last month's meeting but we didn't have this information at that time.

6. Other

**BUILDINGS AND GROUNDS COMMITTEE MEETING
SEPTEMBER 12, 2013
MINUTES**

Buildings and Grounds Chairperson: Tom Bauer

Administrators: Renae LaPrete, Peg Horn, Bernie Bigley

Committee Members: Michael Shelton, Jack Campbell, Michael Forrester, Pat Walsh (A)

Present: Tom Bauer, Michael Shelton, Jack Campbell, Renae LaPrete, Bernie Bigley, Peg Horn. Mark Furey and Ken Clayton were present for the latter part of this meeting.

Old Business:

1. The Door Project remains on hold until we receive notice of ROD Grants.
Mrs. Horn reminded the committee that the door project would not move forward until we received notice on the ROD grants.
2. The RFP for janitorial and grounds is being worked on and will be handed off to the new Business Administrator.
There was a discussion about several questions regarding this RFP. The RFP is on hold at this time.
3. Applications to the State & Addendums to MATRIXNEWORLD Contract – We sent resolutions, Dave sent letters to the Planning Board and County Superintendent.
 - a) Retaining Wall & Drainage
 - b) Field Project & Track*Mrs. Horn informed the committee that the State has received all of the information requested on the applications above.*
4. Softball Field Issue: Updated Quotes from Bernie \$21,148.50
 - a) Adjoining Property – Elrich – 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*The committee put this item on hold. Mr. Bauer said that he would look at the site with Mr. Bigley in an effort to come up with a more cost effective solution.*
5. Mosquito Commission Agreement
 - a) Work was done. Debris was removed. We are now fixing ruts caused by equipment. This is our responsibility.

- b) Did the entire front where water comes under the bridge on the Elementary side and dug out sandbar on High School side.
- c) May come back and do more work between the school and the storage building but we are at the end of the list for this additional work.

Mrs. Hom and Mr. Bigley went over the work already performed by the Mosquito Control Commission and the work that the Commission might hopefully do in the future.

6. Tree in back of Board Office

- a) We have a quote to remove the Sweet Gum Tree: \$1,000.00 and grind the stump.
- b) 2 Quotes for re-grading of property surrounding the Board Office: \$19,518.00 and \$21,958.00. This includes tying drainage into existing system.

Mr. Bigley discussed the above options with the committee. The committee decided to hold on the tree removal and look at other ways to solve the drainage problem.

7. Tennis Courts:

- a) I spoke to Joe Delorio he said the town is doing the Tennis Courts by ordinance so they will have the money when we are able to do them as long as we stay with the type of proposals we previously presented.
- b) He said their budget year was irrelevant because they were doing this by ordinance.
- c) Bernie can get us on the schedule for June. Would the committee like him to do this? The company has agreed to hold their price and we can reserve the money by purchase order if we agree that we are moving forward with this in June.

Mrs. Hom and Mr. Bigley discussed the Tennis Courts with the committee. They informed the committee that the Tennis Courts had been power washed. Mr. Shelton suggested that we get a quote from another vendor that had looked at the courts recently. Mr. Bigley was to investigate and get the district on the schedule for June.

New Business:

1. Tree Removal, Re-grading and Fencing Costs

- a) Tree Removal by Tennis Courts (Maple – Tree across from red house on Broad Street by the Tennis Courts that may need to be taken down - \$500.00.
- b) Fencing by the stream on the Elementary School side needs to be put up - several proposals:
 - 1) Black fence system 4' high with 6' double gate \$1,775.00
 - 2) Supply and install Solid White 4' high fence \$1,900.00 60'
 - 3) Supply and Install 60' 3 Rail-Split Posts & Rails \$975

The committee was presented with a tree issue by the Tennis Courts. The consensus was that if the Maple tree was unsafe to remove it. There was a discussion about aesthetics and safety. It was agreed that Mr. Bauer would walk the property with Mr. Bigley and mark branches that needed to be cut. Mr. Shelton asked how Mr. Bigley was disposing of cut branches. Mr. Bigley said he had borrowed a chipper to take care of this disposal.

There was also a discussion about a fence being placed in front of the culvert for safety due to the drop in elevation. A further discussion insured about the wood fence by the garden area behind the Elementary School. Mr. Bauer said that he would look at the culvert area to determine if a fence was, in fact, necessary. It was suggested that a 3 or 4 rail vinyl fence with fabric behind it be used for the garden area. There was also some discussion about Jersey Cares and the possibility of support for this project.

2. Replacement of Carpet in High School 3 rooms 120, 210, 212. Possible abatement in 120
 - a) Doctors note for allergies came on August 26, 2013 Room 212 and teacher in Room 210 also has allergies.
 - b) Musty and damp probably due to control issues for HVAC
 - c) Recommend that we abandon carpet and only do tile in the future.
 - d) Carpet cleaning for mold/mildew followed in the summer but didn't solve the problem
 - e) Cost \$3,654.18 per room straight time; \$4,587.93 per room for overtime hours. This is the price without abatement.

The committee discussed the issues above. Mrs. Hom and Mr. Bigley reported on the testing of the tile. They reported that the tile was non asbestos but that the mastic contained asbestos. It was determined to encapsulate the tile in Room 120 tiling that room and rooms 210 and 212. It was further determined that all future floor replacements would be tile rather than carpet.

3. School Dudes: Maintenance Tracking Software: \$1,673.00.

Mrs. Hom explained that Mr. Place could create a reporting system similar to the Technology work order system and that Mr. Bigley felt that this new system would be sufficient for our district's needs. This resolution was pulled.

4. Jersey Cares – Project Overview Attached

Mr. Bigley went over the events that happened on the day the Jersey Cares representative visited our district. Ms. LaPrete said that she had been in contact with them in reference to the Field Project. She supplied them with a budgetary number for the Field and Goal Posts and is hopeful that they will offer some support. Mr. Bigley said that the Building Principals and AD were asked to provide a list of district needs.

Mark Furey and Ken Clayton joined the meeting.

5. ACES – Cooperative Purchasing for Electric and Gas

Mrs. Hom explained that this was a joint cooperative bid for Electric and Gas.

6. ROD Grants

- a) 10 out of 14 possible ROD grants were processed and submitted

Mrs. Horn indicated that 10 of the 14 ROD grants were processed. She will provide copies for the committee.

7. Note from Kevin Hyland

A note from the Athletic Trainer commending the Custodial/Grounds Department was shared and acknowledged.

8. LUKOIL Notice

A public notification from Lukoil of a nearby remediation was shared.

9. Other Items for Discussion

Ms. LaPrete revisited the issues by the softball field. She indicated she had a letter from the neighbor about damage to his vehicle. The insurance company had refused the claim. The Committee agreed to ask our attorney to follow up on this issue.

PROPOSED RESOLUTIONS FOR SEPTEMBER 19, 2013 AGENDA

1. Recommend approval of the agreement with the Alliance for Competitive Energy Services (ACES for Natural Gas and Electric services. This agreement shall be valid through May 2018.

**FINANCE COMMITTEE MEETING
SEPTEMBER 12, 2013
MINUTES**

Finance Chairperson: Michael Shelton
Administrators: Renae LaPrete, Peg Hom
Committee Members: Tom Bauer, Ken Clayton, Mark Furey

Present: Michael Shelton, Tom Bauer, Ken Clayton, Mark Furey, Jack Campbell, Renae La Prete, Peg Hom

Old Business:

1. Demographic Report – Joe Richardson from Whitehall could not join us but would like to finalize this report. He could, with notice, present the report at a meeting if we agree to finalize what he has presented.
Mrs. Hom said that Mr. Richardson would like to finalize this report. Some of the committee members had questions about the description of Manasquan and some of the numbers. Mr. Shelton asked if it would be ok if he contacted Mr. Richardson directly to go over the report. Ms. LaPrete and Mrs. Hom said that would be fine. The committee did not feel Mr. Richardson needed to attend a meeting and present this report.
2. New Salary Guides received from NJEA
Mrs. Hom told the committee that she had received new salary guides from the NJEA late on Friday. This is the second set of guides received. The guides were shared with the Superintendent. Mrs. Hom said she would try to cost them out this week.
3. Softball Field Issue
Mrs. Hom said that this issue was discussed in Buildings and Grounds and was being referred to the attorney.
4. RFP for Custodial and Grounds
Mrs. Hom said that this issue was discussed in Buildings and Grounds. Several questions about the potential bid were also discussed. This is currently on hold.
5. RFP Banking
The committee was given a draft of the RFP for Banking. They will review.
6. RFP Health Insurance Broker
The committee was given a draft of the RFP for Health Insurance Broker. They will review. The committee would also like to have a meeting with the current broker to discuss fees.

New Business:

1. Donations of Uniforms to the Basketball Team: \$3,600.00
 - a) Money to be taken in as a local grant
 - b) Athletic Director and Coach will pick the uniforms

Mrs. Hom explained that monies were donated for uniforms for Boys Basketball. She further explained that the uniforms would be selected by the Athletic Director and the Coach.
2. Special Education Settlement – Extended School Year \$2,300.00, and IEP meeting to discuss ESY for 2014 before February 25, 2013, non-precedent setting for ESY in 2014, parents will not file petition for mediation or due process regarding any dispute prior to the date of this agreement. Parents can include historical perspective for medication or due process after today.

Mrs. Hom went over the settlement briefly and said that a resolution would be on the agenda.

3. Tree Removal, Re-grading and Fencing Costs
 - a) Tree Removal of tree by Board Office \$1,000.00 we have 1 more tree (Maple – Across from red house on Broad Street) by the Tennis Courts that my need to be taken down \$500.00.
 - b) Re-grading proposal from All Around Grounds \$19,518.00
 - c) Fencing by the stream on the Elementary School side needs to be put up several proposals:
 - 1) Black fence system 4' high with 6' double gate \$1,775.00
 - 2) Supply and Install Solid White 4' high fence \$1,900.00 60'
 - 3) Supply and Install 60' 3 Rail-Split Posts & Rails \$975.00

The committee was told that this was all discussed in Buildings and Grounds and that the maple by the Tennis Courts would be taken down if it was a safety issue. The tree at the Board Office, tree trimming throughout the grounds, the drainage issue at the Board Office and the fence by the culvert would all be reviewed by Mr. Bauer with Mr. Bigley during a walk-thru. Further action would be discussed at that time.

4. Replacement of carpet in High School 3 rooms 120, 210, 212. Possible abatement in 120
 - a) Doctors note for allergies came on August 26, 2013
 - b) Musty and damp probably due to control issues
 - c) Recommend that we abandon carpet and only do tile in the future
 - d) Carpet cleaning for mold/mildew followed in the summer but didn't solve the problem
 - e) Cost \$3,654.18 per room straight time; \$4,587.93 per room for overtime hours. This is the price without abatement.

This was a topic of discussion at Buildings and Grounds. This committee agreed to the replacement with tile and concurred that tile should be used for replacements in the future.

5. Jersey Cares – Project Overview Attached

A written overview of the program was shared. Ms. LaPrete told the committee she had been in contact with the representative and was hopeful that some support could be provided for the Field Project.
6. ACES – Electric and Gas Cooperative

Mrs. Hom explained that this is a cooperative bid for electric and gas services
7. New Special Education Teacher

Ms. LaPrete explained that this was discussed in the Personnel Committee and moved forward.
8. NCLB Application

Mrs. Hom explained that this is just an approval to apply for the use of NCLB funds.
9. ROD Grants
 - a) 10 out of 14 possible ROD grants were processed and submitted

Mrs. Hom said this was discussed in the Buildings and Grounds Committee and that copies of the applications would be provided.
10. Rescind approval of the agreement with All American Gymnastics

Mrs. Hom stated that we did not have the participation to have a Gymnastics Team and that was why this motion was being rescinded.
11. Contract for Ice Hockey – Ron is working on this

Mrs. Hom said Mr. Kornegay was working with the Ice Hockey rink to get the contract so that it could be placed on the October agenda.
12. Contract for Swimming – Ron is working on this

Mrs. Hom said Mr. Kornegay was working with the Atlantic Club to get the contract so that it could be placed on the October agenda.
13. Contract with Strong & Associates – From Barb Kerensky

Mrs. Hom explained that this is a contract for an in-service program for the teachers.
14. Reserves

Mrs. Hom told the committee that she could not recommend where the reserves should go until the guides are finalized. Once the guides are finalized the audit numbers could be finalized and the tuition certification could be calculated. She further went on to say that nothing could be finalized until the contract was ratified.

Mr. Shelton said that he and Mr. Bauer had discussed presenting a small slide show on budget history at the next meeting. He said that it would only be 3 or 4 slides. The committee said they felt that presentation would be ok. There was some discussion about the Sending Districts and tuition and the perception of the share they pay of the Manasquan High School Expenses. Mr. Furey talked about the Sending District perspective and considering their input on how Manasquan moves forward in the future.

15. Tentative Budget Calendar 2014-2015

Mrs. Hom told the committee that a tentative budget calendar was attached and that it had been shared with the administration. She said that it was very broad right now and could be adopted now but would have to be readopted at a future meeting as it became more defined.

16. Monthly Reports

These reports were copied to the committee for review.

17. Other Items for Discussion

Ms. LaPrete mentioned that the Sports Safe contract will be on the agenda for approval.

Ms. LaPrete discussed the Superintendent's Search and Business Administrators search. She also discussed an Interim Business Administrator position since Mrs. Hom's 60 day notice requirement ends November 1st. Refer to the Personnel Committee minutes.

Ms. LaPrete discussed the formation of 2 committees to conduct the search for these positions.