

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

Manasquan Borough  
Manasquan High School Media Center  
December 3, 2013  
6:00 P.M.

## **AGENDA**

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

Opening Statement: Pursuant to N.J.S.A. 10:4-10, notice of this meeting has been provided by publication in the Asbury Park Press, the Coast Star and posted in the Borough Hall of Manasquan and in the schools within the time limits prescribed by law.

### **2. Pledge of Allegiance**

### **3. Roll Call**

Julia Barnes (Brielle)	Linda DiPalma	Michael Shelton
Thomas Bauer	Mark Furey (Belmar)	Katherine Verdi
Jack Campbell	Michael Forrester (SLH)	James Walsh
Kenneth Clayton	Thomas Pellegrino	Patricia Walsh

### **4. Mission Statement**

Manasquan School District's mission is to empower students to reach their potential and become life-long learners. We strive to ensure that students play an active role in their education, are guided by rigorous academic standards aligned with the New Jersey Core Curriculum Content Standards, and function within the community that regards student, educators, and parents as full participants in the educational process. We dedicate ourselves to the realization of a supportive learning environment that nurtures growth, personal integrity and mutual respect.

### **5. Statement to the Public**

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate Board committee. The members of the Board committee work with the administration and the Superintendent of Schools to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then is it placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

### **6. Public Comment on Agenda**

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

## MANASQUAN/SENDING DISTRICTS

### General Items

7. **Recommend** acceptance of funds in the amount of \$220.10 from the purchase of HS obsolete textbooks by Follett Educational Services.
8. **Recommend** acceptance of a donation in the amount of \$2,746.00 from the MHS Girls' Basketball Team for the purchase of Women's Home and Away Uniforms.
9. **Recommend** approval to purchase the additional service of PUBLICACCESS*Online* in the amount of \$395.00 to work in conjunction with the district's online Strauss Esmay service. This represents an addendum to the DistrictOnline Contract-PUBLICACCESS*Online* with Strauss Esmay Associates, LLP, Toms River, NJ.
10. **Recommend** approval of the following Meeting Schedule of the Manasquan Board of Education. All meetings will take place at 7:00 P.M. in the Manasquan High School Auditorium unless otherwise noted:  
**January 9, 2014 – Annual Reorganization Meeting**  
**January 23, 2014 – High School Media Center**  
**February 20, 2014**  
**March 20, 2014 – Elementary School Cafeteria**  
**April 24, 2014**  
**May 22, 2014**  
**June 26, 2014**

### Personnel

11. **Recommend** approval for **Lisa Gallo** to work as a Part Time Payroll Clerk, a minimum of 2 days a week, at a daily rate of \$173.91 beginning December 2, 2013.
12. **Recommend** approval of the appointment of **John Driscoll** for the following positions for the 2013-2014 SY on an as needed basis:  
**Detention Proctor** – Tuesday/Wednesday/Thursday – 2:30 P.M. - 4:30 P.M. - \$31.00/hour  
**Saturday Detention Proctor** – 8:00 A.M. to 12:00 P.M. - \$31.00/hour
13. **Recommend** approval of the updated steps and salaries of the following faculty and staff:  
**Lou Certo** - Step 8D - \$65,000.00 - employee previously approved on October 17, 2013 at correct step but incorrect dollar amount  
**Laura Harper** - Step 3M - \$20,200.00 pro-rated 40% - employee previously approved on October 17, 2013 at incorrect pro-rated amount  
**Harry Harvey** - Step 11M - \$75,130.00 - employee previously approved on October 17, 2013 at correct dollar amount but at incorrect step  
**Carolyn Trenev** - Step 7B - \$57,000.00 - employee previously approved on October 17, 2013 at correct dollar amount but at incorrect step  
**Paraprofessionals\***  
**Wendy Bigley** (Clerical) - Step 4 - \$19.88/hour – 7 hours  
**Dorothy Gerlach** (Clerical) - Step 4 - \$19.88/hour – 7 hours  
**Donya Manovill** (Instructional) - Step 4 - \$19.88/hour – 7 hours

\*The updated hourly rates reflect no change in the approved 2013-2014 total salaries

14. **Recommend** approval of the appointment of **Elizabeth Walling**, PLR.HS.LTRP.01.01, as an

Instructional Paraprofessional, long term replacement, beginning December 9, 2013 (or sooner) through February 20, 2014 at Step 1 - \$18.23/hour for 7 hours each day. (*Pending criminal history approval*)

15. **Recommend** approval of Dr. Pamela Puryear to provide Special Ed. Services to student #172093 as per recommendation of sending district, 2 x 30 min. per wk., from 9/9/13 to 11/11/13, @ \$35.00 per hour. (Sea Girt responsible for payment)

**Athletics**

16. **Recommend** approval of the following non-paid volunteer(s) for the 2013-2014 SY:

- Michael Crann** - Assistant Wrestling Coach
- John Menafr** - Assistant Wrestling Coach
- David Hallion** - Assistant Boys Basketball Coach
- Jackie Bauer** - Assistant Swim Coach - (pending criminal history background check and substitute certification)

17. **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 25, 2013 and March 14, 2014	Lauren Gilbert	Rutgers Univ., Scotch Plains	Teacher meetings	Yes	None
November 13, 2013	Barbara Kerensky	Monroe	PARCC Workshop	No	\$149 registration
December 6, 2013	Jesse Place	Eatontown	NJDOE Presentation on STEM	No	\$149 registration \$6.88 mileage
December 6, 2013	Margaret Polak Robert Kehoe	New Road School, Lakewood	Treatment of common childhood psychiatric disorders	No	\$6.93 mileage
December 11, 2013	Dina Elms, Lauren Gilbert, Alicia Narucki	The Culinary Ed Center, Asbury Park	Presentation on programs and admission procedures for the vocational programs	No	None
December 16, 2013	Jesse Place	Hamilton	PARCC Technology Readiness Regional meeting	No	\$21.89 mileage

**Student Action**

18. **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 26, 2013	Lisa Crowning	Academic Team	Monsignor Donovan High School	To participate in a National History Bowl	No	\$300 transportation	None

November 15, 2013	Jill Santucci	Peer Leaders	First Presbyterian Church, Manasquan	MHS peer leaders will train 7 <sup>th</sup> & 8 <sup>th</sup> grade peer leaders	Yes	None	None
November 27, 2013	Alan Abraham	Band	Mallard Park	Annual Bonfire Parade Performance	No	\$200 transportation	None
December 4 & 11, 2013	Lisa Crowning	Academic Team	Biotech High School	To compete in an academic tournament	No	\$300 transportation each trip	None
January 9, February 20, March 13, April 10, 2014	James Freda	Science	Jackson Liberty High School	NJ Science League tests in Chemistry & Physics	No	\$450 transportation	None
February 22 & 23, 2014	James Fagen	Model UN	Seton Hall Univ.	Model UN Conference	No	\$600 transportation each day	School Acct.
March 2, 2014	Alan Abraham	Band	Belmar	St. Patrick Day Parade	No	\$472 transportation	None
March 8, 2014	Alan Abraham	Band	Seaside Heights	St. Patrick Day Parade	No	\$472 transportation	None
March 11 & 12, 2014	James Fagen	Model UN	St. Peter's Univ.	Model UN Conference	No	\$600 transportation each day	School Acct.
May 24, 2013	Alan Abraham	Band	Bradley Beach	Memorial Day Parade	No	\$400 transportation	None

**19. Placement of Students on Home Instruction**

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

#1660	Spring Lake Heights	Grade 12	October 17, 2013 – November 17, 2013 (Medical)
#151072	Brielle	Grade 11	October 14, 2013 – TBD (Medical)
#161540	Brielle	Grade 10	November 13, 2013 – TBD (Medical)
#171998	Belmar	Grade 9	November 19, 2013 - TBD (Medical)

**20. Placement of Students Out of District**

<u>Student</u>	<u>Date</u>	<u>Placement</u>	<u>Tuition</u>
#132074	11/11/2013	Collier High School	\$51,332.40 (prorated) Belmar responsible for tuition

**21. Financials**

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

**22. Public Forum**

**23. Old Business/New Business**

**24. Executive Sessions**

**WHEREAS**, the Sen. Byron M. Baer Open Public Meetings Act, *N.J.S.A. 10:4-6, et seq.*, (the “Act”) provides that the Manasquan Board of Education may hold an “Executive Session” from which the public is excluded to discuss matters that are confidential or are one of the nine (9) subject matters listed in Section 12(b) of the Act; and

**WHEREAS**, it is recommended by the Superintendent that the Manasquan Board of Education

go into Executive Session on this date at \_\_\_\_\_, Manasquan, New Jersey, to discuss matters that are permissible for discussion in Executive Session; and

**WHEREAS**, the length of the Executive Session is estimated to be sixty (60) minutes after which the public meeting of the Board shall reconvene and proceed with business; and

**WHEREAS**, that the Board hereby declares that its discussion of the following subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

**NOW, THEREFORE BE IT RESOLVED** by the Manasquan Board of Education that the Board shall go into Executive Session to discuss the following items:

- \_\_\_ 1. Confidential Matters per Statute on Court Order
- \_\_\_ 2. Impact Rights to Receive Federal Funds
- \_\_\_ 3. Unwarranted Invasion of Individual Privacy
- \_\_\_ 4. Collective Bargaining
- \_\_\_ 5. Acquisition of Real Property or Investment of Fund
- \_\_\_ 6. Public Safety Procedures
- \_\_\_ 7. Litigation or Contract Matters or Att./Client Privilege
- \_\_\_ 8. Personnel Matters
- \_\_\_ 9. Imposition of Penalties Upon an Individual

**ITEMS DISCUSSED IN EXECUTIVE SESSION MAY RESULT IN BOARD ACTION WHEN THE BOARD RECONVENES TO PUBLIC SESSION.**

**25. Adjournment**  
Motion to Adjourn