

MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Manasquan Borough
Manasquan High School Auditorium
January 28, 2014
7:00 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

Donna Bossone	Michael Forrester (SLH)	Alfred Sorino
Jack Campbell	Mark Furey (Belmar)	Tedd Vitale (Brielle)
Kenneth Clayton	Heather Garrett-Muly	James Walsh
Linda DiPalma	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. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Special Meeting of December 12, 2013, Regular Open Business Meeting and Closed Executive Session of December 19, 2013 and the Reorganization Meeting of January 9, 2014. 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 exist.

7. Presentations

- **Amy Edwards** - MHS Media Specialist – MakerSpaces Grant
- **High School Students of the Month for November** – Kaylan Burns – Senior, McKenzie Grogan – Junior, Kayla Perez – Sophomore, Leah Tilton – Freshman

- **High School Students of the Month for December** – Megan McLean – Senior, Craig Miller – Junior, Elizabeth Homer – Sophomore, Paige Tipaldi – Freshman
- **Elementary Student of the Month for November** – John Valgenti
- **Elementary Student of the Month for December** – Devin Norton
- **High School Teacher of the Month for October** – Craig Murin
- **High School Teacher of the Month for November** – Joanne Lobosco
- **High School Teacher of the Month for December** – Jamie Mawn
- **Dave Erickson/President**
Matrix New World Land Development Services, LLC – Discussion on the Project Proposal: Multipurpose Athletic Field for Manasquan

8. Superintendent’s Report & Information Items

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

- Enrollment – **Document A**
- Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– **Document B**
- HIB Report – **Document C**

9. Student Board Representative Report – Joyce Pegler

10. Board Committee Reports

11. Public Comment on Agenda

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

MANASQUAN

General Items

- 12. Recommend** approval of the 2nd Reading of Revised Manasquan Board of Education Bylaw #0164 – Conduct of Board Meetings as per **Document D**.
- 13. Recommend** approval to create a new teaching position in the Elementary School for the 2013-2014 SY:
- Special Education Teacher – TCH.ES.SPED.RR.25
- 14. Recommend** approval of the amendment to the Special Education Settlement Agreement between the Manasquan Board of Education and petitioners BS and JS representing student #2444 as approved by the Officer of Administrative Law.

Personnel

- 15. Recommend** approval of the MEA Teacher Salaries - as per new MEA contract the new Teacher salaries for 2013-14 become effective 3/1/14 (document attached).
- 16. Recommend** approval of the appointment of Stephanie Kenney, TLR.MS.LTRT.05.06, Middle

School Social Studies Teacher, long term replacement, beginning February 26, 2014 through May 30, 2014 at Step 1D \$51,500.00 – pro-rated. (Pending criminal history approval)

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>
January 20, 2014	Mark Levy Kirt Wahl	Belmar Elementary	Google Training	Yes	None
February 7, 2014	Oriana Kopec	Piscataway	An Essential Team for Common core Success	Yes	\$150 registration \$25.42 mileage
April 3 & 4, 2014	Jill Wells	Baltimore, Maryland	The American Occupational Therapy Assoc. Annual Conference	No	None

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>
February 6, 2014	Donna Mead	2 nd Grade	Algonquin Theater	To enhance language arts curriculum	No	None	Students
February 27, 2014	Desiree Faul	4 th Grade	Algonquin Theater	To enhance the social studies curriculum	No	None	Students
March 14, 2014	Katie Kappy	1 st Grade	Algonquin Theater	To enhance literary experience	No	None	Students
April 10, 2014	Barbara Clarke	5 th Grade	Camden Aquarium	To provide students with hands on experience	No	None	None
May 2, 2014	Krissy Gianna	3 rd Grade	Algonquin Theater	To enhance language arts curriculum	No	None	Students

19. Placement of Students on Home Instruction

No placements at this time.

Secretary's Report

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

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

A) The Business Administrator/Board Secretary certifies that as of **December 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; that the amount of district taxes, excluding debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,005,757.00** and that Manasquan Borough Council is hereby requested to place in the hands of the Treasurer of School Moneys that amount within the 30 days in accordance with the statutes relating thereto.

Be It Resolved: Pursuant to N.J.A.C. 6:20-2A.10(d), the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **December 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 **December 31, 2013** per **Document**. (The Treasurer of School Moneys Report for the month of **December 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 **December 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 **December and January** as recommended by the Superintendent of Schools, as per **Document**.

- B) **Recommend acceptance** of the **Elementary School Central Funds Report** for the month ending **December 31, 2013** as per **Document**.
- C) **Purchase Orders** for the month of **January 2014** be approved, as per **Document**.
- D) **Recommend acceptance** of the **Cafeteria Report** as per **Document**.
- E) **Be It Resolved:** that the **Bills (Current Expense)** in the amount of \$ for the month of **January 2014** be approved. Records of, checks (#- #) and distributions are on file in the Business Office.
- F) **Confirmation of Bills (Current Expense)** for **December 2013** at \$ and checks (#- #).

MANASQUAN/SENDING DISTRICTS

General Items

21. **Be it Resolved** that the Manasquan Board of Education approve the advertisement and solicitation of bids for the construction of a new retaining wall, drainage and bleacher removal. Advertisement and award for bids must be made following state construction plan approval if necessary. The estimated budget is \$250,000.00. (This resolution supersedes an identical resolution which was approved by the Board on July 10, 2013.)
22. **Recommend** approval of Dr. Worth, Psychiatrist, to conduct psychiatric evaluation at a rate of \$500.00 for high school student #161658 as part of a Child Study Team Evaluation. (Belmar responsible for payment)

23. **Recommend** approval of a quote submitted by Systems 3000 for an Automated_Employee Portal providing for mandatory direct deposits for all employees effective July 1, 2014 in compliance with P.L. 2013 Chapter 28 as follows:
 - a. The initial set will cost approximately \$3000.
 - b. There will be an annual cost of \$8.95 per employee for 24 paystubs a W-2's.
24. **Recommend** approval of the posting/ immediate hiring of a fulltime payroll clerk for the Business Office.
25. **Recommend** approval of the NJ Library Makerspaces Grant_in the amount \$5000.00 for the 2013-2014 school year.
26. **Recommend** approval to apply and acceptance of the Rutgers Academy of Health Grant in the amount of \$9320.00 for the 2013/2014 school year.
27. **Recommend** approval of a delayed opening, 10:30 a.m., at the high school on March 4, 5, 6, 2014 for students not taking the HSPA.
28. **Recommend** approval that the Health Careers Club is renamed "Warriors for Wellness".
29. **Recommend** approval of the following off-site facilities to be used for practices during inclement weather at no cost to the district:
 - Softball – Wall Indoor Facility, 1906 Baileys Corner Rd., Wall
 - Baseball – The Sports Center, 2512 Tilton corner Rd., Wall
30. Recommend approval to donate gate receipts from the Manasquan/Wall ice hockey game on February 6, 2014 to Mikey Nichols from the Monroe School District who was seriously injured.

Personnel

31. **Recommend** approval of the MEA Teacher Salaries - as per new MEA contract the new Teacher salaries for 2013-14 become effective 3/1/14 (document attached).
32. **Recommend** approval to extend the contract for Judy Hawkins, High School English Teacher, Long Term Replacement, for 3 days, January 23, 24, 27, 2014.
33. **Recommend** approval of the following substitutes for the 2013-2014 SY:
 - Judy Hawkins** - **Teacher**
 - Kali Mura** - **Teacher**

Athletics

34. **Recommend** approval of the following nonpaid volunteers:
 - Jenny Bender** – Assistant Softball Coach
 - Greg Kapalko** – Assistant Softball Coach
 - Kelly Oberto** – Assistant Softball Coach
35. Recommend approval to rescind the following appointments for the 2013-2014 SY:
 - Nicole Klindworth** – Drama Assistant
 - Katelynn Congilose** – Assistant Softball Coach

36. 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>
January 21 – 24, 2014	Frank Scott	Trenton Catholic	Aerohive Wireless Training	No	\$95.48 mileage
February 5, 2014	Sandi Freeman	Freehold	Non public transportation	No	\$10.32 mileage
February 21, 2014	Jesse Place, Frank Scott, Jamie Egan	Princeton	NJSBA Annual Technology Conference	No	\$150 each registration \$25.30 each mileage (Place, Scott) \$11.41 mileage (Egan)

Student Action

37. 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>
January 31, 2014	Lisa Crowning	Academic Team	MAST Academy, Sandy Hook	To compete in an academic bowl	No	\$300 transportation	Club Account
April 25, 2014	Alan Abraham	Jazz Band	Inner Harbor, Baltimore	Inner Harbor “Lunchtime Performance Concert Series	Yes	\$1,250 transportation	None
May 26, 2014	Alan Abraham	Band	Manasquan Plaza	Memorial Day Parade	No	None	None
June 7, 2014	Alan Abraham	Marching Band	Wildwood	NJ State Elks Parade	No	None	None

38. Placement of Students on Home Instruction

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

#141046	Grade 12	November 24, 2013 – TBD (Medical)
#161805	Grade 10	December 20, 2013 – January 24, 2014
#121676	Grade 10	January 7, 2014 – TBD
#132074	Grade 9	January 9, 2014 – January 22, 2014
#2471	Grade 9	January 7, 2014 – TBD (Medical)
#1660	Grade 12	November 15, 2013 – December 20, 2013 (Medical)

39. Placement of Students Out of District

No placements at this time.

40. Financials

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

41. Public Forum

42. Old Business/New Business

43. 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
- X 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.

44. Adjournment

Motion to Adjourn