

MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Manasquan Borough
New Jersey
January 9, 2014

Manasquan High School
Auditorium
7:00 p.m

Organization Agenda

1. Call to Order (by Mr. Dominic V. Carrea, President Pro Tempore)

Opening Statement: Pursuant to New Jersey Administrative Code, Title 10, Chapter 4, Subchapter 10, notice of this meeting has been provided by publication in the Asbury Park Press, and 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

4. Results of Election: November 5, 2013

A. Board of Education Candidates

(3) 3-year terms

Heather Garrett-Muly	1542 votes
Michael Shelton	593 votes
Alfred J. Sorino III	1354 votes
James T. Walsh	1705 votes

(1) 1-year unexpired term

Thomas B. Bauer	438 votes
Donna Bossone	830 votes
Katherine P. Verdi	747 votes

Heather Garrett-Muly, Alfred J. Sorino III and James T. Walsh were elected members of the Manasquan Board of Education – Full Term.

Donna Bossone was elected member of the Manasquan Board of Education – One Year Unexpired Term

5. Oath of Office (to newly elected Board Members)

6. Roll Call

7. Manasquan Motions

01/09-01 To nominate and elect a **President** of the Manasquan Board of Education for the period beginning January 9, 2014 and ending at the next organization meeting of the Board of Education.

01/09-02 To nominate and elect a **Vice-President** of the Manasquan Board of Education for the period beginning January 9, 2014 and ending at the next organization meeting of the Board of Education.

8. 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.

9. 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.

10. Public Comment on Agenda

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

11. Manasquan Motions [continued]

01/09-03 **Resolution:** to authorize the days, times and place of Board meetings and advertisement thereof, pursuant to the Open Public Meetings Law, C.231, P.L. 1975, in accordance with *Document A*.

01/09-04 **Resolution:** to adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarian ending at the next organization meeting of the Board of Education.

01/09-05 **Resolution:** to approve the "sample" cover pages for the Regular Open Business Meeting, as per *Document B*.

01/09-06 **Resolution:** to designate *The Coast Star* and *The Asbury Park Press* as the official newspapers of the Manasquan Board of Education until the next organization meeting of the Board of Education.

01/09-07

Resolution: to appoint the following persons to positions specified for the period beginning January 9, 2014 and ending at the next organization meeting of the Manasquan Board of Education:

- Public Agency Compliance Officer (P.A.C.O): Dominic V. Carrea
- Right to Know Officer: Dominic V. Carrea
- District Purchasing Agent & State Contract Purchasing Agent
Purchasing Agent – Document E(1) & E(2) Dominic V. Carrea
- Custodian of Government Records & Public
Access to Records: Dominic V. Carrea
- Custodian of Personnel Records: Renae LaPrete
- AHERA Coordinator & Asbestos Management
Officers to work with Environmental
Connection: Dominic V. Carrea &
Bernard F. Bigley III
- District Vehicle Coordinator: Bernard F. Bigley III
- Indoor Air Quality designated district persons
to work with Michael McGuiness of RK Dominic V. Carrea &
- Occupational & Environmental Analysis Inc.: Bernard F. Bigley III
- Bloodborne Pathogens designated district
persons: Cheryl Bontales
Laurie Cosgrove
Bernard F. Bigley III
- PEOSHA designated district person: Dominic V. Carrea
- Americans With Disabilities designated
district person: Dominic V. Carrea
- Child Nutrition/Wellness designated
district person: Dominic V. Carrea
- Compliance Officer/Committee Coordinator under
Under P.L. 94-142 Sec. 504 NJ Rehabilitation
Act 1973: Margaret Polak
- Basic Skills Instruction Person & Representative: Margaret Polak
- Affirmative Action Officer/Gender Equality Officer
Officer/Title IX Nancy Sanders
- Affirmative Action Officer for Contracts: Dominic V. Carrea
- Chemical Hygiene Officer: Barbara Buckley
- Safety & Health designated district persons: Dominic V. Carrea &
Bernard F. Bigley III
- IPM Coordinator: Bernard F. Bigley III
- SEMI Coordinator: Margaret Polak
- IDEA Coordinator: Margaret Polak
- NCLB Coordinator: Donald Bramley
- ESL Coordinator: Donald Bramley
- Anti-Bullying Coordinator: Donald Bramley
- Anti-Bullying Specialist (Elementary) Erin Saponara
- Anti-Bullying Specialist (High School) Leigh Busco

01/09-08

Resolution: To determine that there exists a need for the Professional Services of a Public School Accountant, a School Physician, Athletic Team Physicians, an Architect, Attorneys, a Bond Counsel, a Financial Advisor, a Medical Waste Service, Insurance Agents, and Physical and Occupational Therapists; and funds are available for such purposes and these services are of such a nature that they cannot be bid and therefore, engage the following as specified until the next reorganization meeting:

- Public School Accountant: Holman, Frenia, Allison, PC, \$23,000 (13-14 audit)
- Jersey Shore Sports Medicine, as School Physician, \$7,500.00 (13-14SY)

- Patrick Buddle, M.D., & Dr. Michael Dambeck, D.O., as Athletic Team Physicians, at no charge to the district.
- Fraytak, Veisz, Hopkins, Duthie P.C. (FVHD), as Architects of Record, as per fee schedule.
- Kenny, Gross, Kovats & Parton, School Board Attorney, \$145.00 per hour
- McManimon & Scotland LLC, as Bond Counsel, as per fee schedule.
- Phoenix Advisors, LLC, as Financial Advisor, as per fee schedule.
- Sterycycle, Inc., Medical Waste Transporter
- Boynton & Boynton, Property/Liability Insurance Agent of Record.
- Brown & Brown Benefit Advisors, Medical Benefits Agent of Record.
- Bollinger, Student Accident Insurance Agent of Record.
- AA Physical Therapy at a rate of \$80.00 per hour.

01/09-09 **Resolution:** To determine that there exists a need for Extraordinary Unspecifiable Professional Services of an Asbestos Consultant, an Indoor Air Quality Consultant, a Safety Inspector/Repair Consultant, Integrated Pest Management Contractor and Cooperative Bidding Services and funds are available for such purposes and these services are of such a nature that they cannot be bid and therefore, engage the following as specified until June 30, 2014:

- Environmental Connection, as AHERA consultants, at a cost for an AHERA Six Month Inspection of the facilities at \$600.00 per inspection and the cost of \$65.00 per hour for monitoring and surveillance of asbestos. Rates for other services will be agreed upon before projects are undertaken.
- RK Occupational & Environmental Analysis, Inc., Mr. Michael McGuinness, designated person, at a rate agreed upon before projects are undertaken for IAQ services.
- Corby Associates, Inc., Mr. Michael J. Corby, C.P.S.I., designated person, at a rate agreed upon before projects are undertaken for inspection/repair of bleachers, gym and playground equipment.
- Allison Pest Control, designated Integrated Pest Management contractors, at a rate agreed upon before projects are undertaken for IPM.
- Alliance for Competitive Telecommunications (ACT), cooperative purchasing of telecommunications services.
- Alliance for Competitive Energy Services (ACES), cooperative purchasing of natural gas and electric services.

01/09-10 **Resolution:** To approve the following Tax Shelter Annuity companies and brokers to provide Tax Shelter Annuity Salary Reduction Agreements – 403(b)'s school year: AXA Equitable and Mass Mutual with Wells Fargo Advisors until the next organization meeting of the Board of Education.

01/09-11 **Resolution:** To designate Bank Depositories in accordance with *Document C* until the next organization meeting of the Board of Education.

01/09-12 **Resolution:** To designate the persons authorized to sign checks, make transfers and make withdrawals as well as holders of petty cash funds in accordance with *Document C* until the next organization meeting of the Board of Education.

01/09-13 **Resolution:** To re-adopt the existing By-Laws of the Board as previously adopted June 14, 2011 and Policies and Regulations of the Manasquan Policy Book adopted June 14, 2011 and all subsequent revisions to date until the next organization meeting of the Board of Education.

01/09-14 **Resolution:** To approve the Standard Operating Procedure Manual/Internal Control Manual and the Purchasing Manual, as on file in the Board Office until the next organization meeting of the Board of Education.

- 01/09-15 **Resolution:** To adopt the Doctrine of Necessity to ensure and preserve public confidence in school board members and school administrators, as per *Document D* until the next organization meeting of the Board of Education.
- 01/09-16 **Resolution:** To approve establishing bid threshold and authorizing certain action by the Business Administrator/Qualified Purchasing Agent, in accordance with *Document E(1)* until the next organization meeting of the Board of Education.
- 01/09-17 **Resolution:** To authorize the Business Administrator/Board Secretary to procure goods and services through state agency (state contracts) until the next organization meeting of the Board of Education, as per *Document E(2)*.
- 01/09-18 **Resolution:** To designate the Business Administrator/Board Secretary as the School Funds Investor until the next organization meeting of the Board of Education.
- 01/09-19 **Resolution:** To authorize the Superintendent and the Business Administrator/Board Secretary to implement the budget pursuant to local and state policies until the next organization meeting of the Board of Education.
- 01/09-20 **Resolution:** To authorize the Business Administrator/Board Secretary to pay bills prior to Board of Education approval until the next organization meeting of the Board of Education.
- 01/09-21 **Resolution:** To approve the Superintendent or designee to authorize line item transfers until the next organization meeting of the Board of Education.
- 01/09-22 **Resolution:** To appoint the Superintendent as the Board's representative to the Monmouth-Ocean Educational Services Commission Representative Assembly until the next organization meeting of the Board of Education.
- 01/09-23 **Resolution:** To authorize the following persons to apply for state and federal funds until the next organization meeting of the Board of Education:
Renae LaPrete, Interim Superintendent, for all available funds
Dominic V. Carrea, Interim Business Administrator, for all available funds
Donald Bramley, High School Assistance Principal, for NCLB Grants
Margaret Polak, Supervisor of Special Services, for IDEA Grants
Rick Coppola, High School Principal, for Carl D. Perkins Grant.
- 01/09-24 **Resolution:** To designate the Superintendent and School Business Administrator/Board Secretary as the primary contact person(s) to the Board appointed attorneys and to authorize the Superintendent and School Business Administrator as the person(s) solely responsible to give the authority to other district employees to contact the Board appointed attorneys with regard to warranted matters until the next organization meeting of the Board of Education.
- 01/09-25 **Resolution:** To approve the fee schedule for Requests for Public Records be set as follows:
A copy of record(s) may be purchased by any persons upon payment of the fee provided by the amended legislation effective November 9, 2010 – \$0.05 per page for letter sized pages and smaller and \$0.07 per page for legal sized pages or larger. Electronic records are provided Free of Charge (i.e. records sent via e-mail or fax; and a charge for the actual cost to provide records in another medium (i.e. computer disc, CD-ROM, DVD) until the next organization meeting of the Board of Education.
- 01/09-26 **Resolution:** To authorize the use of district vehicles by employees in accordance with the district vehicle use policy on file in the Central Administration office until the next organization meeting of the Board of Education.

01/09-27 **Resolution:** To approve the Manasquan School District Organization Chart, as per *Document F* until the next organization meeting of the Board of Education.

01/09-28 **Resolution:** To approve the Manasquan School District Chart of Accounts, as per *Document G* until the next organization meeting of the Board of Education.

12. Manasquan/Sending District

01/09-29 **Resolution:** To adopt the New Jersey School Board "Code of Ethics" for school board members, in accordance with *Document I* and conduct the required discussion and training of the ethics laws in accordance with N.J.A.C. 6A:30 and 6:3 until the next organization meeting of the Board of Education.

13. Public Forum

14. Old Business / New Business

15. 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 _____ 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.

16. Adjournment

01/09-30 Motion to Adjourn

OPEN PUBLIC MEETINGS ACT

RESOLVED that the Board of Education of the Borough of Manasquan, pursuant to Chapter 231, P.L. 1975 (Open Public Meetings Act), does hereby proclaim the annual meetings of the Board of Education will be held in the Manasquan High School Auditorium, 167 Broad Street, Manasquan, New Jersey 08736 at 7:00 p.m. prevailing time for the Regular Open Business Meetings as set forth below unless indicated otherwise:

Manasquan Board of Education Meetings
January 2014 – June 2014

January 23, 2014
February 20, 2014
March 20, 2014 – High School Media Center
April 24, 2014
May 22, 2014
June 26, 2014

BE IT FURTHER RESOLVED that the Board of Education does hereby designate *The Coast Star* and *The Asbury Park Press* as official newspapers to receive notices of meetings; and

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted in the Manasquan High School Office, the Manasquan Elementary School Office, and the Office of the Board Secretary and shall be filed with the Manasquan Borough Clerk, and

BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session; however, the Board first will adopt a resolution stating the general nature of the subject to be discussed and (as precisely as possible) the time and circumstances under which disclosure to the public will be made, and

BE IT FURTHER RESOLVED that, in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

1. Any individual desiring to speak shall give his/her name, address, and the group (if any) that is represented.
2. The presentation should be as brief as possible.
3. The Board vests in its president or other presiding officer authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

BE IT FURTHER RESOLVED that any person may request, in writing, that notices of Board meetings be mailed to him/her upon payment of applicable fees hereinafter set forth in the Open Public Records Act.

MANASQUAN SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

Manasquan Borough
New Jersey
Month, Date, Year

Manasquan High School
Auditorium

"SAMPLE" AGENDA

1. Call to Order

2. 48-Hour Notice

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.

3. Pledge of Allegiance

4. Roll Call

5. Mission Statement

6. Statement to Public

7. Acceptance of Minutes

8. Presentations

9. Superintendent's Reports & Information Items

10. Reports

11. Public Comment on Agenda Items

12. Manasquan Motions

13. Manasquan/Sending District Motions

14. Public Forum

15. Old Business/New Business

16. Executive Session

17. Adjournment

**RESOLUTION:
DESIGNATED BANK DEPOSITORIES OF THE BOARD OF EDUCATION,
BOROUGH OF MANASQUAN,
AND THE PERSONS AUTHORIZED TO SIGN CHECKS,
MAKE TRANSFERS, AND MAKE WITHDRAWALS**

BE IT RESOLVED that the Board of Education, Borough of Manasquan, New Jersey, 08736, does hereby designate Wells Fargo Bank, Allaire Plaza Branch, Route 35, Wall, New Jersey as the depository for funds for the following accounts as specified in (A) below and the person/persons authorized to sign checks and make transfers and withdrawals shall be as designated in (B) below:

- | | | | |
|----|--|--|---|
| A. | Wells Fargo Bank
Allaire Plaza Bank
Route 35
Wall, NJ 07719 | 1.
2.
3.
4.
5.
6.
7.
8.
9.
10.
11.
12.
13. | General Account
Payroll Salary Account
Payroll Agency Account
Cafeteria Account
High School Central Fund
Elementary School Central Fund
Petty Cash Checking Account
Unemployment Account
Combined Scholarship Fund
Surf Team Account
Capital Project Account
Recording Studio Account
Flexible Spending Account |
|----|--|--|---|

All or any of the following banks for investment in certificates of deposit and any other investment institution deemed qualified by the Business Administrator/Board Secretary.

Wells Fargo Bank Chase Bank Provident Bank	Bank of New York TD Bank
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- B. All signatures for the following accounts shall be certified to bank depository:

<u>Account</u>	<u>Officials</u>
General Account	President or Vice-President, Board Secretary & Treasurer
Capital Project Account	Board Secretary and Treasurer
Payroll Salary Account	Board Secretary and President
Payroll Agency Account	Board Secretary and Treasurer
Cafeteria Account	Board Secretary or Superintendent and Treasurer
High School Central Fund	Principal or Asst. Principal, Board Secretary & Treasurer
Elementary School Central Fund	Principal or Asst. Principal, Board Secretary & Treasurer
Petty Cash Checking Account	Board Secretary or Superintendent and Treasurer
Unemployment Account	Board Secretary and Treasurer
Combined Scholarship Fund	Board Secretary and Treasurer
Community Task Force Account	Board Secretary and Treasurer
Recording Studio Account	Board Secretary and Treasurer
Transfers from all accounts to CD's and investment products	Board Secretary is authorized to make transfers and other qualified investment products

- C. The Board of Education further authorizes the above signers to pay bills and make any necessary transactions from January 9, 2014 until the next organization meeting of the Board of Education.
- D. The Board of Education further authorizes the following offices to hold Petty Cash Funds:
 - Superintendent's Office – A. Mahon \$50.00
 - Board of Education Office – S. Freeman \$50.00
 - High School Principal's Office – G. Vodola \$50.00
 - High School Supervisors – D. Eckert \$50.00
 - Elementary School Main Office – C. King \$50.00
- E. The Board of Education further authorizes the following individuals to make transfers within existing bank accounts and access on-line banking for Wells Fargo accounts: Dominic V. Carrea and Kimberly Read.

JANUARY 9, 2014

DOCUMENT D

**MANASQUAN BOARD OF EDUCATION
DOCTRINE OF NECESSITY**

WHEREAS, the School Ethics Act, N.J.S.A. 18AA:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to provide specific ethical standards to guide their conduct; and

WHEREAS, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and

WHEREAS, the School Ethics Commission has provided some guidance in Public Advisory Opinion A03-09 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

WHEREAS, the opinion further provided that if the Board must invoke the Doctrine of Necessity not just to vote, but also to form a negotiations committee because it is without even three members to serve as a committee, then the Board must determine whether to act as a committee of the whole or to choose a smaller negotiations committee from among its members after stating publicly its reason for doing so as set forth above; and

WHEREAS, in keeping with the Legislative purpose as set for in N.J.S.A. 18A:12-22(a) the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity;

NOW THEREFORE BE IT RESOLVED that the School Ethics Commission hereby requires Boards of Education and Charter School Boards of Trustees that must invoke the Doctrine of Necessity to adopt a resolution setting forth that they are invoking the Doctrine, the reason for doing so and the specific nature of the conflicts of interest; and

BE IT FURTHER RESOLVED that Boards of Education and Charter School Boards of Trustees that invoke the Doctrine are directed to read the resolution at a regularly scheduled public meeting, post it where it posts public notices for 30 days and provide the Commission with a copy.

BE IT FURTHER RESOLVED that the Commission shall distribute this Resolution to the county superintendents for distribution to the school districts and charter schools, the New Jersey School Boards Association, the New Jersey Principals and Supervisors Association, the New Jersey Association of School Administrators, the New Jersey Association of School Business Officials and the New Jersey Education Association.

**RESOLUTION ESTABLISHING BID THRESHOLD AND
AUTHORIZING CERTAIN ACTIONS BY THE
BUSINESS ADMINISTRATOR / QUALIFIED PURCHASING AGENT**

WHEREAS, pursuant to N.J.S.A. 18A:18A-3, the Manasquan Board of Education (sometimes "Board") may grant the Business Administrator of the Board, as the Board's Purchasing Agent ("Purchasing Agent"), the authority, responsibility and accountability for the purchasing activity of the Board and the authority to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by law; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-3a, the Board, by a general delegation of power, may establish a bid threshold in the amount not to exceed \$36,000 if the Board's Purchasing Agent is qualified pursuant to N.J.S.A. 40A:11-9; and

WHEREAS, Dominic V. Carrea, Interim Business Administrator/Board Secretary, is the Board's Purchasing Agent and is qualified pursuant to N.J.S.A. 40A:11-9; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-37(c), the Board, by a general delegation of power, may grant the Purchasing Agent the authority to award any contract the cost or price of which, in the aggregate, is less than 15 percent of the bid threshold, without advertisement for bids and without solicitation of competitive quotations; and

WHEREAS, pursuant to N.J.S.A. 18A:18A-3a and N.J.S.A. 18A:18A-37(a), the Board, by a general delegation of power, may grant the Purchasing Agent the authority to award any contract: (1) the cost or price of which amounts, in the aggregate, to less than the bid threshold but to greater than 15 percent thereof, or (2) that is exempt from the public bidding requirements as provided in N.J.S.A. 18A:18A-5 (except for professional services and work performed by employees of the Board) without advertising for bids but after solicitation of a least two competitive quotations (if practicable) as required by law.

NOW, THEREFORE, BE IT RESOLVED by the Manasquan Board of Education pursuant to the aforesaid statutes as follows:

- (1) During such period of time that Dominic V. Carrea shall serve as the Interim Business Administrator/Board Secretary of the Manasquan Board of Education, the bid threshold for the Board is hereby established to be \$36,000.00.
- (2) Dominic V. Carrea is duly authorized to award contracts that amount, in the aggregate, to less than \$5,400.00 (which is 15 percent of the bid threshold of \$36,000.00) without advertisement for bids and without solicitation of competitive quotations; and

- (3) Dominic V. Carrea is dully authorized to seek competitive quotations for and to award contracts as provided by law that:
- (a) amount, in the aggregate, to less than \$36,000.00, but no greater than \$5,400.00 (which is 15 percent of the bid threshold of \$36,000.00); or
 - (b) are exempt from the public bidding requirements pursuant to N.J.S.A. 18A:18A-5 (except for professional services and work performed by Board employees).
 - (c) are covered by State contract or a GSA contract in any amount as long as the purchase order is signed by two (2) board members and approved in a monthly purchase order journal.

JANUARY 9, 2014

DOCUMENT E(2)

RESOLUTION AUTHORIZING THE PROCUREMENT OF
GOODS AND SERVICES THROUGH STATE AGENCY
JANUARY 2014 – DECEMBER 2014

WHEREAS, Title 18A:18A-10 provides that "A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, the Manasquan Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Manasquan Board of Education desires to authorize its Business Administrator/Qualified Purchasing Agent to make any and all purchases necessary to meet the needs of the school district from January 2014 through December 2014.

NOW, THEREFORE, BE IT RESOLVED that the Manasquan Board of Education does hereby authorize the district's Business Administrator/Qualified Purchasing Agent to make purchases of goods and services entered into on behalf of the State by the division of Purchase and Property utilizing various vendors that have State Contracts. The Business Administrator/Qualified Purchasing Agent shall make known to the Board the Commodity/Service, Vendor and State Contract Number utilized.

Manasquan Board of Education

2013-2014
Organizational
Chart
1/9/2014

Renae LaPrete
Interim Superintendent of Schools

Dominic Carrea
Interim Business Administrator

Bernard Bigley
Maintenance

Maintenance
Supervisors

Kevin DeForge
Custodial

Cory Schnebel
Grounds

Colleen Graziano
Principal
Elementary School

Richard Kirk
Asst. Principal
Elementary School

Timothy Clayton
District School Safety
Officer

Jesse Place
Director
Technology/Science

Margaret Polak
District Supervisor
Special Education

Rick Coppola
Principal
High School

High School Supervisors
Barbara Kerensky
English/World Languages
Craig Murin
Math/Business

Ronald Kornegay
Athletic Director
Supervisor- Physical Ed.

Sean McCarthy
Dean of Students

Assistant Principals
High School

Donald Bramley
Supervisor
Art/ Home Economics/
Music/ School
Nurse/ESL

Pete Cahill
Supervisor
Social Studies/Industrial
Arts

Expense Account Lists

Acct#	Acct Desc
11-000-100-562-22-00-00	TUIT IN ST SPEC
11-000-100-563-22-00-00	TUIT CTY VOCREG
11-000-100-564-22-00-00	TUIT CTY VOCSPE
11-000-100-566-22-00-00	TUIT PS HNCP ST
11-000-100-568-22-00-00	TUIT-STATE-FAC
11-000-100-569-22-00-00	TUIT-OTHER
11-000-211-100-01-00-00	H.S. ATTENDANCE
11-000-211-100-02-00-00	E.S. ATTENDANCE
11-000-213-100-01-01-00	HS PHYSICIANS
11-000-213-100-01-02-00	HS DENTIST
11-000-213-100-01-03-00	HS NURSE
11-000-213-100-01-04-00	HS NURSE SUB
11-000-213-100-01-05-00	HS NURSE EXTRA
11-000-213-100-02-01-00	ES PHYSICIANS
11-000-213-100-02-03-00	ES NURSE
11-000-213-100-02-04-00	ES SUB NURSE
11-000-213-100-02-05-00	ES NURSE EXTRA
11-000-213-300-01-00-00	HS HLTH P/T SVC
11-000-213-300-02-00-00	ES HLTH P/T SVC
11-000-213-500-01-00-00	HS HLTH OTH PS
11-000-213-500-02-00-00	ES HLTH OTH PS
11-000-213-600-01-00-00	HS HEALTH SUPP
11-000-213-600-02-00-00	ES HEALTH SUPP
11-000-213-600-02-01-00	SUPPLIES RESERVE
11-000-213-800-01-00-00	HS HEALTH ME
11-000-213-800-02-00-00	ES HLTH SVC ME
11-000-216-100-00-00-00	SPEECH/OT/PT SALA
11-000-216-100-00-02-00	SPEECH/OT/PT SUP
11-000-216-100-01-00-00	SPEECH SUB
11-000-216-100-02-00-00	OTHER SALARIES
11-000-216-320-00-00-00	PUR PR-ED SERV
11-000-216-600-00-00-00	SUPPL & MATERLS
11-000-216-600-01-00-00	SUPPLIES AND MATERIALS
11-000-216-800-00-00-00	OTHER OBJECTS
11-000-217-100-02-00-00	IN CLASS AIDES
11-000-217-100-02-01-00	SALARIES 1 ON 1 NURSE
11-000-217-100-02-02-00	IND READING SPE
11-000-217-100-02-12-00	SUBS
11-000-217-320-00-00-00	PUR PR-ED SRV
11-000-217-600-00-00-00	SUPL & MATERIAL
11-000-218-104-01-01-00	SAL GUID DIR
11-000-218-104-01-02-00	SAL COUNSELORS
11-000-218-104-01-03-00	HS SAC
11-000-218-104-01-04-00	SALARIES OF OTHER PROFES
11-000-218-104-02-00-00	ES SAC
11-000-218-104-02-01-00	ES GUID COUNS.
11-000-218-105-01-00-00	SAL GUID SECY
11-000-218-105-01-01-00	PROJECT SERV ASST. PARA
11-000-218-105-01-12-00	SAL SUB GUID SE
11-000-218-320-01-00-00	GUID PUR PRF ED
11-000-218-390-01-00-00	GUID OTH PUR PT
11-000-218-390-01-01-00	OPS NAVIANCE
11-000-218-390-02-00-00	OT PUR PROF SER
11-000-218-390-02-01-00	OPS GEN

Acct#	Acct Desc
11-000-218-500-01-00-00	GUID OTH PUR SV
11-000-218-500-01-01-00	OPS RESERVE
11-000-218-500-01-02-00	GUIDANCE TRAVEL
11-000-218-500-01-03-00	GUIDANCE REGISTRATION
11-000-218-600-01-00-00	GUID SUP/MAT
11-000-218-600-02-00-00	ELEM SAC SUPP
11-000-218-800-01-00-00	GUID OTH OBJECT
11-000-218-800-02-00-00	GUID OTH OBJ ES
11-000-219-104-01-01-00	SAL SUP CST
11-000-219-104-01-02-00	SAL LDTC H.S.
11-000-219-104-01-03-00	SAL PSYCH
11-000-219-104-01-04-00	SAL SOC WKR
11-000-219-104-01-05-00	SAL SUMMER EVAL
11-000-219-104-02-00-00	SAL LDTC ELEM
11-000-219-105-01-00-00	SAL CST SEC
11-000-219-105-01-01-00	SAL SUB SECY CST
11-000-219-320-01-00-00	PUR PROF ED SVC
11-000-219-390-01-00-00	OTHER PURCH P/T
11-000-219-592-01-00-00	MISC PURCH SVC
11-000-219-592-01-01-00	LEASE ON COPIER
11-000-219-592-01-02-00	CST TRAVEL
11-000-219-592-01-03-00	CST REGISTRATION
11-000-219-600-01-00-00	SUPP & MAT
11-000-219-800-01-00-00	OTHER OBJ
11-000-221-102-01-01-00	SAL MATH SUP
11-000-221-102-01-03-00	SAL HS SCI SUPERVIS
11-000-221-102-01-05-00	SAL DIST. TECH. SUP
11-000-221-102-01-06-00	SAL HS LANG SUPERVI
11-000-221-102-01-07-00	SAL DIST. SUP OF S/
11-000-221-104-01-00-00	SAL HS CUR DEV BY STAFF
11-000-221-104-02-00-00	SAL ES CURR DEV BY STAFF
11-000-221-105-01-03-00	SAL SECY CURR D
11-000-221-105-01-04-00	SAL SUB SECY CURR D
11-000-221-176-01-00-00	HSSAL FAC/MATH CO/LIT CO
11-000-221-176-02-00-00	ESSAL FAC/MATHCO/LIT CO
11-000-221-320-01-01-00	PR PROF ED SERV
11-000-221-500-01-00-00	OTHER PURCH SERVICES (40
11-000-221-500-01-02-00	SUPERVISOR TRAVEL
11-000-221-500-01-03-00	SUPERVISORS WKSP REG
11-000-221-600-01-00-00	SUPP & MAT
11-000-221-800-01-00-00	OTHER OBJECTS
11-000-222-100-01-01-00	SAL HS LIB
11-000-222-100-01-02-00	SAL HS LIB AIDE
11-000-222-100-01-12-00	SAL SUB HS LIB/PARA
11-000-222-100-02-01-00	SAL ES LIB
11-000-222-100-02-02-00	SAL ES LIBRAY AIDE
11-000-222-100-02-12-00	SAL SUB ES LIB SUB
11-000-222-177-01-00-00	SAL HS OF EDMEDIA TECH
11-000-222-177-01-01-00	SAL HS OF ED MEDIA A
11-000-222-177-02-00-00	SAL ES SAL EDMEDIA TECH
11-000-222-177-02-01-00	SAL ES OF ED MEDIA A
11-000-222-300-01-00-00	HS L/M PURCH PT
11-000-222-300-01-01-00	HS PUR PROF SVC TECH
11-000-222-300-02-00-00	ES L/M PURCH PT

Expense Account Lists

Acct#	Acct Desc	Acct#	Acct Desc
11-000-222-300-02-01-	ES PUR PROF SVC TECH	11-000-230-590-21-03-03	SUPT OFF REG
11-000-222-500-01-00-00	HS L/M OTH PS	11-000-230-590-21-04-00	SCH ELEC PT/PUB
11-000-222-500-01-01-00	HS OPS COPIER	11-000-230-590-21-05-00	BD TRAV/OTH PS
11-000-222-500-02-00-00	ES L/M OTH PS	11-000-230-590-21-06-00	COPIER LEASE
11-000-222-500-02-01-00	ES OPS COPIER	11-000-230-590-21-07-00	BANK CHARGES/EXPENSE
11-000-222-600-01-01-01	HS LIB BKS	11-000-230-610-21-00-00	SUPT. GEN. SUPP
11-000-222-600-01-02-00	HS PER & NEWS	11-000-230-630-21-00-00	BOE IN-HS TR/MT
11-000-222-600-01-03-00	HS AV MAT	11-000-230-820-21-00-00	JUDGEMENTS
11-000-222-600-01-04-00	HS OTHER S/M	11-000-230-890-21-01-00	BD MEMB EXP
11-000-222-600-01-05-	HS SUPP & MAT TECH	11-000-230-890-21-03-00	SCHOOL ELEC. EX
11-000-222-600-02-01-00	ES LIBRARY BKS	11-000-230-890-21-04-00	SUP MEMB & DUES
11-000-222-600-02-02-00	ES PER & NEWS	11-000-230-890-21-05-00	MISC EXP BOARD
11-000-222-600-02-03-00	ES AV MAT	11-000-230-895-21-00-00	BOE MEMB DUES
11-000-222-600-02-04-00	ES OTHER S/M	11-000-240-103-01-00-00	SAL HS PRIN/VP
11-000-222-600-02-05-	ES SUP & MAT TECH	11-000-240-103-02-00-00	SAL ES-PRIN/VP
11-000-222-800-01-05-	HS OTH OBJ TECH	11-000-240-103-02-01-00	SAL ELEM DEPT CHAIR
11-000-222-800-02-05-	ES OTH OBJ TECH	11-000-240-103-03-03-00	SALARIES
11-000-223-104-01-00-00	SAL HS OPS	11-000-240-104-01-01-00	SAL SUB ATH. DIR.
11-000-223-104-02-00-00	SAL ES OF OPS	11-000-240-104-01-02-00	SAL ATH DIR.
11-000-223-105-01-00-00	SAL SEC\CLR STF	11-000-240-104-03-03-00	SALARIES
11-000-223-320-01-00-00	HS PURCH PES	11-000-240-105-01-00-00	SAL HS SEC PRIN & CLERIC
11-000-223-320-02-00-00	ES PURCH PES	11-000-240-105-01-12-00	SAL HS SUB SECY
11-000-223-500-01-00-00	HS OPS	11-000-240-105-02-00-00	SAL ES SEC PRIN & CLERIC
11-000-223-500-01-01-00	HS OPS RESERVE	11-000-240-105-02-12-00	SAL ES SUB SECY
11-000-223-500-01-02-00	HS TEACHER TRAVEL	11-000-240-105-03-03-00	SALARIES
11-000-223-500-01-03-00	HS TEACHER REG	11-000-240-300-01-00-00	HS ADM PUR P/T
11-000-223-500-02-00-00	ES OPS	11-000-240-300-01-01-00	PUR PROF SERV
11-000-223-500-02-01-00	ES OPS RESERVE	11-000-240-300-02-00-00	ES ADM PUR P/T
11-000-223-500-02-02-00	ES TEACHER TRAVEL	11-000-240-500-01-00-00	HS ADM OTH PS
11-000-223-500-02-03-00	ES TEACHER REGISTRATION	11-000-240-500-01-01-00	HS OPS COPIERS
11-000-223-600-01-00-00	HS SUPP & MAT	11-000-240-500-01-01-01	HS OPS SCHWIRE/GENESIS
11-000-223-600-02-00-00	ES SUPP & MAT	11-000-240-500-01-02-00	HS PRIN/VP/AD TRAVEL
11-000-230-100-21-01-00	SAL TREAS SCH M	11-000-240-500-01-03-00	HS PRIN/VP/AD REG
11-000-230-100-21-02-00	SAL SUPER	11-000-240-500-02-00-00	ES ADM OTH PS
11-000-230-100-21-02-01	ACTING SUPT. SAL.	11-000-240-500-02-01-00	ES OPS COPIERS
11-000-230-100-21-03-00	SAL SECY	11-000-240-500-02-01-01	ES OPS SCHWIR/GENESIS
11-000-230-100-21-03-01	SAL SUB SECY	11-000-240-500-02-02-00	PRIN/VP TRAVEL
11-000-230-331-21-00-00	LEG SVC GEN ADM	11-000-240-500-02-03-00	PRIN/VP REGISTRATION
11-000-230-331-21-01-00	BD ATTN	11-000-240-600-01-00-00	HS ADM SUP/MAT
11-000-230-331-21-02-00	NEGO ATTN	11-000-240-600-01-01-00	GRADUATION EXP
11-000-230-331-21-03-00	INS-LEGAL-DED	11-000-240-600-01-02-00	SUPPLIES
11-000-230-331-21-04-00	OTHER LEGAL SERVICES	11-000-240-600-02-00-00	ES ADM SUP/MAT
11-000-230-332-21-00-00	AUDIT FEES	11-000-240-600-02-01-00	E.S. GRAD. S/M
11-000-230-334-21-00-00	ARCH/ENG SVCS	11-000-240-800-01-00-00	HS OTH OBJ
11-000-230-339-01-00-00	OTHER PURCHASED PROFESSI	11-000-240-800-01-01-00	OTHER OBJECTS RESERVE
11-000-230-340-21-00-00	GEN ADM PUR TEC	11-000-240-800-02-00-00	ES OTH OBJ
11-000-230-340-21-01-00	PUR TECH SVC GA	11-000-240-800-02-01-00	OTHER OBJECTS RES
11-000-230-530-21-01-00	HS TEL & POSTAG	11-000-251-100-22-00-00	SAL OF BUS OFF
11-000-230-530-21-02-00	ES TEL & POSTAG	11-000-251-100-22-00-01	INTERIM BUSINESS ADMN.
11-000-230-590-21-00-00	MISC PURCH SVCS	11-000-251-100-22-01-00	SAL SEC/AP/PAY
11-000-230-590-21-01-02	LIAB INS/STUD A	11-000-251-100-22-02-00	SALARIES-EXTRA
11-000-230-590-21-02-00	FID BONDS/PUB O	11-000-251-100-22-03-00	SUBS
11-000-230-590-21-03-00	OTHER PURCH SVC	11-000-251-340-22-00-00	PURCH TECH SERV
11-000-230-590-21-03-02	SUPT OFFICE TRAVEL	11-000-251-340-22-01-00	CONSULTING-BUS ADMN

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Acct#	Acct Desc	Acct#	Acct Desc
11-000-251-592-22-00-00	OTHR PUR SERVIC	11-000-263-100-03-05-00	SAL ES GRDS OT
11-000-251-592-22-01-00	LEASE ON OFF CO	11-000-263-100-03-06-00	SAL ES GRDS SUMMER
11-000-251-592-22-02-00	BD OFF TRAVEL	11-000-263-420-01-00-00	UE C&UG CLN, RPR, MNT SV
11-000-251-592-22-03-00	BD OFF REG	11-000-263-420-02-00-00	UE C&UG CLN, RPR, MNT SV
11-000-251-600-22-00-00	SUPPLIES	11-000-263-610-01-03-00	HS GRDS SUPPLIES
11-000-251-832-22-00-00	INT LEASE AGREE	11-000-263-610-02-03-00	ES GRDS SUPP
11-000-251-890-22-00-00	MISC EXPEND	11-000-266-100-01-00-	UE S SALS OF SRO
11-000-252-100-00-00-00	SALARIES	11-000-266-300-01-00-00	UE S PUR PRO & TECH SVCS
11-000-261-420-01-00-00	HS C/S FAC MAIN	11-000-266-300-02-00-00	UE S PUR PRO & TECH SVCS
11-000-261-420-02-00-00	ES C/S FAC MAIN	11-000-270-503-00-00-00	CONTRACT. SERV. - AID IN
11-000-261-420-03-00-00	MAINT RESERVE-ROOF PROJ	11-000-270-503-01-00-00	CONT SERV. PP
11-000-261-420-21-00-00	MAINT RESERVE-ARCH SOLAR	11-000-270-503-22-00-00	CONT AIL N PUB
11-000-262-100-01-00-00	SAL HS CUSTODIAN	11-000-270-504-00-00-00	CONT PAREN PAID
11-000-262-100-01-03-00	SAL HS OT CUSTODIAN	11-000-270-512-01-01-00	HS ATH TRIPS
11-000-262-100-01-04-00	HS SUBS CUST	11-000-270-512-01-02-00	HS FIELD TRIPS
11-000-262-100-01-05-00	SAL HS CUST SUMMER WKRS	11-000-270-512-02-01-00	ES ATH TRIPS
11-000-262-100-02-00-00	SAL ES CUSTODIAN	11-000-270-512-02-02-00	ES FIELD TRIPS
11-000-262-100-02-03-00	SAL ES CUST OT	11-000-270-513-22-00-00	JOINT BT HM/SC
11-000-262-100-02-04-00	ES SUBS CUST	11-000-270-517-22-00-00	CON SRV REG ESC
11-000-262-100-02-05-00	ES CUST SUMMER WORKERS	11-000-270-517-22-01-00	CS REG NP ESC'S
11-000-262-100-02-06-00	SAL D/P AIDES	11-000-270-518-22-00-00	CON SV SE ESC'S
11-000-262-100-03-01-00	SAL HS GROUNDS	11-000-291-220-22-01-00	SS PERS
11-000-262-100-03-02-00	SAL ES GROUNDS	11-000-291-220-22-02-00	SS TPAF
11-000-262-100-03-03-00	SAL GROUNDS OT	11-000-291-241-22-00-00	OTH RET CNT REG
11-000-262-100-03-04-00	SAL HS GRDS SUMMER	11-000-291-250-00-00-00	UNEMPLOYMENT COMPENSATIO
11-000-262-107-02-00-00	ES SAL OF NON-INST AIDES	11-000-291-260-22-00-00	WORKMAN'S COMP
11-000-262-107-02-06-00	SAL D/P AIDES	11-000-291-260-22-01-00	WKMAN'S CP SUPP
11-000-262-107-02-06-01	SAL SUB D/P AIDES	11-000-291-270-22-01-00	DENTAL
11-000-262-300-01-00-00	HS PROF & TECH	11-000-291-270-22-02-00	HEALTH BENEFITS
11-000-262-300-02-00-00	ES PROF & TECH	11-000-291-270-22-03-00	PRESCRIPTION
11-000-262-420-01-00-00	HS CLEAN, REP	11-000-291-280-22-00-00	TUITION REIMB
11-000-262-420-02-00-00	ES CLEAN,REPAIR	11-000-291-290-22-00-00	OTH EMPL BENEF
11-000-262-420-03-00-00	GA CLEAN,REPAIR	11-110-100-101-02-01-00	SAL KINDG TEACH
11-000-262-490-01-00-00	HS WATER/SEWER	11-110-100-101-02-02-00	SAL SUB KINDG
11-000-262-490-02-00-00	ES WATER/SEWER	11-110-100-101-02-03-00	SAL KIN ADJ/EXT
11-000-262-520-22-00-00	INSURANCE-MP	11-120-100-101-02-01-00	SAL 1-5 TEACH
11-000-262-610-01-00-00	HS CUST SUPP	11-120-100-101-02-02-00	SAL SUB 1-5 TCH
11-000-262-610-01-02-00	HS VEH SUPP	11-120-100-101-02-03-00	SAL 1-5 ADJ/EXT
11-000-262-610-01-03-00	HS UNIFORMS	11-130-100-101-02-01-00	SAL GR 6-8 TCH
11-000-262-610-01-04-00	HS SHOE ALLOTMENT	11-130-100-101-02-02-00	SAL SUBS GR 6-8
11-000-262-610-02-00-00	ES CUST SUPP	11-130-100-101-02-03-00	SAL 6-8 ADJ/EXT
11-000-262-610-02-02-00	ES VEH SUPP	11-140-100-101-01-01-00	SAL HS TEACH
11-000-262-610-02-03-00	ES UNIFORMS	11-140-100-101-01-02-00	SAL SUBS HS
11-000-262-610-02-04-00	ES SHOE ALLOTMENT	11-140-100-101-01-03-00	SAL HS ADJ
11-000-262-621-01-02-00	HS GAS	11-150-100-101-00-00-00	HS REG ED HI
11-000-262-621-02-02-00	ES GAS	11-150-100-320-00-00-00	OOD REG ED HI
11-000-262-622-01-00-00	ENERGY (HEAT AND ELECTRI	11-190-100-106-01-02-00	HS SUBS AIDE
11-000-262-622-02-00-00	ES ENERGY (HEAT AND ELEC	11-190-100-106-02-00-00	ES AIDES
11-000-262-800-01-00-00	HS OTHER OBJECTS	11-190-100-340-01-00-00	HS PURCH TECH S
11-000-262-800-02-00-00	ES OTHER OBJ	11-190-100-340-01-01-00	HS COMP LAB M/O
11-000-263-100-03-01-00	SAL HS GROUNDS	11-190-100-340-02-00-00	ES PUR TECH SVC
11-000-263-100-03-02-00	SAL ES GROUNDS	11-190-100-340-02-01-00	ES COMP LAB M/O
11-000-263-100-03-03-00	SAL HS GROUNDS OT	11-190-100-500-01-00-00	HS OTH PUR SVC
11-000-263-100-03-04-00	SAL HS GRDS SUMMER	11-190-100-500-01-01-00	HS RENT OF EQUIP

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Acct#	Acct Desc	Acct#	Acct Desc
11-190-100-500-02-00-00	ES OTH PURCH SV	11-213-100-800-13-07-02	ES RR MISC. EXP.
11-190-100-500-02-02-00	ES RENT OF EQUIP	11-215-100-101-15-01-00	SAL TEACHERS
11-190-100-610-01-01-00	HS TCH SUPP	11-215-100-101-15-12-00	SAL SUB
11-190-100-610-01-02-00	HS WORKBOOKS	11-215-100-106-15-02-00	SAL OTH INSTRUC
11-190-100-610-01-03-00	HS COMP SUP/MAT	11-216-100-101-15-01-00	SAL PSH TEACHERS
11-190-100-610-02-01-00	ES TEACH SUPP	11-216-100-101-15-01-01	SAL PSH SUM TEACHERS
11-190-100-610-02-02-00	ES WORKBOOKS	11-216-100-101-15-02-02	SAL SUB PSH
11-190-100-610-02-03-00	ES COMP SUP/MAT	11-216-100-101-15-12-00	SAL TEACHERS
11-190-100-640-01-00-00	HS TEXT	11-216-100-106-15-02-00	SAL PSH AIDE
11-190-100-640-01-01-00	HS ENGLISH TEXT	11-216-100-106-15-02-01	SAL SUB AIDE PSH
11-190-100-640-01-02-00	HS LANG TEXTBOO	11-216-100-610-15-05-00	GENERAL SUPPLIES
11-190-100-640-01-03-00	HS MATH TEXT	11-216-100-640-15-06-00	TEXTBOOKS
11-190-100-640-01-04-00	HS SCIENCE TEXT	11-219-100-101-01-00-00	SAL HS SPECIAL ED HI
11-190-100-640-01-05-00	HS SS TEXT	11-219-100-101-02-00-00	ES SPECIAL ED HI
11-190-100-640-01-06-00	HS BUSINESS TEX	11-219-100-320-01-00-00	HS OOD SE HI
11-190-100-640-01-07-00	HS ART TEXTBKS	11-219-100-320-02-00-00	ES OOD SE HI
11-190-100-640-01-08-00	HS MUSIC TEXTBK	11-230-100-101-19-01-00	SAL BASIC SK
11-190-100-640-01-09-00	HS PE/HEALTH TE	11-230-100-101-19-01-01	SAL BASIC SKILLS-SUBS
11-190-100-640-01-10-00	HS TECH TEXTBKS	11-230-100-610-19-05-00	GEN SUPP BS
11-190-100-640-01-12-00	HS MUSIC TEXTBO	11-230-100-610-19-05-02	ES GEN'L SUP
11-190-100-640-01-13-00	HS IA TEXTBOOKS	11-230-100-640-19-06-00	BS TEXT
11-190-100-640-01-14-00	FAMILY & CONS SCIENCE	11-230-100-640-19-06-02	ES TXTBKS
11-190-100-640-02-00-00	ES TEXT	11-240-100-101-20-01-00	HS BILINGUAL TEACHER
11-190-100-640-02-01-00	ES HOLDING TEXT	11-240-100-101-20-01-02	HS BILINGUAL SUBS
11-190-100-800-01-00-00	HS OTHER OBJECTS	11-240-100-101-20-02-00	ES BINLINGUAL TEACHER
11-190-100-800-02-00-00	ES.OTHER OBJECTS	11-240-100-101-20-02-02	ESL ES SUBS
11-190-100-890-01-00-00	HS OTH EXP/OBJ	11-240-100-610-20-05-00	GEN SUPP BILING
11-190-100-890-02-00-00	ES OTH EXP/OBJ	11-240-100-610-20-05-02	ES GEN SUP
11-204-100-101-11-01-00	SAL HS L/LD TEACHERS	11-240-100-640-20-05-01	HS BILING TEXT
11-204-100-101-11-01-01	SAL SUBS HS L/LD	11-401-100-100-01-00-00	HS SAL BAND/CLU
11-204-100-101-11-02-00	SAL ES L/LD TEACHERS	11-401-100-100-02-00-00	ES SAL BAND/CLU
11-204-100-101-11-02-01	SAL SUB ES L/LD	11-401-100-500-01-00-00	HS OTH PUR SVC
11-204-100-106-11-03-00	SAL LLD AIDES	11-401-100-500-02-00-00	ES OTH PUR SVC
11-204-100-610-11-05-01	HS LL SUPP/WKBKS	11-401-100-600-01-00-00	HS B/C SUP/MAT
11-204-100-610-11-05-02	ES LL SUPP/WKBKS	11-401-100-600-02-00-00	ES B/C SUP/MAT
11-204-100-640-11-06-01	HS LL TEXT	11-401-100-800-01-00-00	HS B/C OTH OBJ
11-204-100-640-11-06-02	ES LL TEXT	11-401-100-800-02-00-00	ES B/C OTH OBJ
11-204-100-800-11-07-01	HS OTH OBJS	11-402-100-100-01-02-00	SAL HS ATHLETIC
11-204-100-800-11-07-02	ES OTH OBJS	11-402-100-100-01-03-00	SAL HS PHY
11-212-100-101-02-00-00	SAL MULTIPLE DISABLE TEA	11-402-100-100-02-00-00	SAL ES ATHLETIC
11-212-100-101-02-01-00	SAL SUBS MULTIPLE DISABL	11-402-100-500-01-00-00	HS OPS
11-212-100-106-02-00-00	SAL OTHER SAL FOR INSTR	11-402-100-500-01-01-00	HS POLICE
11-213-100-101-13-01-00	SAL HS RR TEACHER	11-402-100-500-01-02-00	COACHES TRAVEL
11-213-100-101-13-02-00	SAL SUB HS RR TCH	11-402-100-500-01-03-00	HS COACHES REG
11-213-100-101-13-02-01	SAL ES RR TEACHER	11-402-100-500-01-04-00	HS RECONDITION
11-213-100-101-13-02-02	SAL SUB ES TEACHERS	11-402-100-500-01-05-00	HOLDING PURCH S
11-213-100-101-13-03-00	SAL OTHER SAL INST	11-402-100-500-01-06-00	LEASE PURCHASE
11-213-100-106-13-02-00	SAL ES RR PARAPROFESSION	11-402-100-600-01-00-00	HS ATH SUP/MAT
11-213-100-106-13-02-01	SAL SUBS ES RR PARA	11-402-100-600-01-01-00	HOLD SUPP & MAT
11-213-100-610-13-05-01	HS RR GS/WKBKS	11-402-100-600-02-00-00	ES ATH SUP/MAT
11-213-100-610-13-05-02	ES RR GS/WKBKS	11-402-100-800-01-00-00	SCL SPON OTH/OB
11-213-100-640-13-06-01	HS RR TXTBKS	11-402-100-800-02-00-00	ES OTH OBJ
11-213-100-640-13-06-02	ES RR TXTBKS	11-402-100-930-01-00-00	HS FT FOR OFFIC
11-213-100-800-13-07-01	HS RR MISC EXP	11-402-100-930-02-00-00	ES FUND TRANS

Expense Account Lists

Acct#	Acct Desc	Acct#	Acct Desc
11-999-999-999-00- -	PAYROLL NET PAY ADJUST	20-255-400-731-00-00-00	INSTRUCTIONAL EQUIPMENT
12-000-100-730-01-00-00	UE INST. HS	20-256-100-500-00-00-00	OTHER PURCH SERVICES
12-000-100-730-02-00-00	UE INST. ELEM.	20-256-100-600-00-00-00	INSTRUCTIONAL SUPPLIES
12-000-210-730-00-00-00	UE GUID OR HLTH	20-256-200-300-00-00-00	N/P - MRESC
12-000-219-730-00-00-00	UE CST	20-278-100-100-00-00-00	SALARIES
12-000-220-730-00-00-00	UE CC OR MEDIA	20-278-200-200-00-00-00	BENEFITS
12-000-220-730-02-00-00	SUP SER INST SF	20-278-200-300-00-00-00	OTHER PURCH SVCS
12-000-230-730-00-00-00	UN EXP.-GEN ADM	20-290-100-600-00-00-00	SUPPLIES
12-000-240-730-01-00-00	HS SCHOOL ADMIN	20-501-100-640-00-00-00	ST. DENIS-12/13-SNJ
12-000-240-730-02-00-00	ES SCHOOL ADMIN	20-501-100-640-00-01-00	ST. DENIS SHARE
12-000-251-730-22-00-00	CENT. SVCS. EQU	20-501-100-640-01-00-00	HILL AND DALE-12/13-SNJ
12-000-261-730-00-00-00	UND EXP O&M PL	20-501-100-640-01-01-00	HILL AND DALE SHARE
12-000-261-730-00-01-00	HS UND EXP O & M	20-502-100-101-00-00-00	MRESC-192 SAL-12/13-SNJ
12-000-261-730-00-02-00	ES UND EXP O & M	20-502-100-101-01-00-00	MRESC-NP 192 SALARIES
12-000-263-730-00-00-00	UND EXP O&M PL	20-505-200-890-00-00-00	MRESC-192TRANS-12/13-SNJ
12-000-290-730-00-00-00	UE BUS/OSS	20-505-200-890-01-00-00	MRESC-NP 192 TRANS
12-000-400-334-01-00-00	HS FA & CS ARCH/ENG SVCS	20-506-200-890-00-00-00	MRESC-N/P SUPP-12/13-SNJ
12-000-400-390-00-00-00	ARCH SVCS/STAGE	20-506-200-890-01-00-00	MRESC-NP SUPP. INST
12-000-400-390-01-00-00	ARCH SERV/LAND	20-507-200-890-00-00-00	MRESC-N/PEXAMS-12/13-SNJ
12-000-400-390-02-00-00	ES ARCH/ENG/PROF	20-507-200-890-01-00-00	MRESC-NP 193 EXAMS
12-000-400-450-00-00-00	CONSTRUC SERV	20-508-200-890-00-00-00	MRESC-N/PSPEECH12/13-SNJ
12-000-400-450-01-00-00	HS CONSTRUCTION SVCS	20-508-200-890-01-00-00	MRESC-N/P 193 SPEECH
12-000-400-450-02-00-00	ES CONSTRUCTION SERVICES	20-509-200-890-00-00-00	MRESC-ST. DENIS
12-000-400-710-00-00-00	LAND/IMPROVEMEN	20-510-100-640-00-00-00	MRESC-HILL AND DALE
12-000-400-780-02- -	INFRASTRUCTURE	20-510-100-640-01-00-00	MRESC-ST. DENIS
12-000-400-896-00-00-00	OTHER OBJECTS	40-701-510-830-01-00-00	EXP INT SER BON
12-110-100-730-00-00-00	PRE KIN EQUIP	40-701-510-910-01-00-00	EXP SERIAL BDS
12-120-100-730-00-00-00	HOLD 1-5 EQUIP		
12-120-100-730-02-00-00	GRADES 1-5		
12-130-100-730-00-00-00	HOLD 6-8 EQUIP		
12-130-100-730-02-00-00	GRADES 6-8		
12-140-100-730-00-00-00	GR 9-12 EQU INS		
12-140-100-730-01-01-00	HS INST EQUIP		
12-140-100-730-01-02-00	HS ATH EQUIP		
18-000-290-270-22-00-00	BENEFITS		
18-213-100-101-13-02-00	RR ROOM-ED JOBS		
20-062-100-610-00-00-00	HS -		
20-062-100-610-01-00-00	ES		
20-063-100-610-00-00-00	HS		
20-063-100-610-01-00-00	ES		
20-080-100-610-00-00-00	GENERAL SUPPLIES		
20-231-100-600-00-00-00	SUPPLIES		
20-241-100-100-00-00-00	SALARIES		
20-241-100-610-01-00-00	GEN SUPPLIES-WALL		
20-241-100-610-01-01-00	GEN SUPPLIES-SQUAN		
20-241-200-200-00-00-00	BENEFITS		
20-242-100-610-00-01-00	WALL HANDLING GRANT		
20-242-100-610-01-01-00	GEN SUPP-WALL		
20-250-200-100-01-00-00	SAL PSYCH		
20-250-200-100-02-00-00	SAL LDTC		
20-250-200-100-03-00-00	SAL SPEECH		
20-250-200-100-04-00-00	SAL OT		
20-250-200-300-00-00-00	NP - MRESC		
20-255-100-600-00-00-00	INSTRUCTIONAL SUPPLIES		

MANASQUAN BOARD OF EDUCATION
CODE OF ETHICS

RESOLVED that the New Jersey School Board Association's "Code of Ethics" shall be considered the official Code of Ethics for the Manasquan Board of Education.

CODE OF ETHICS

1. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to all schools. Desired changes should be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
3. I will confine my board action to policy-making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
4. I will carry out my responsibility, not to administer the schools, but together with my fellow board members to see that they are well run.
5. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.
6. I will refuse to surrender my independent judgment to special interest or partisan groups, or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.