

MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION
COMBINED COMMITTEE OF THE WHOLE MEETING &
REGULAR PUBLIC BOARD OF EDUCATION MEETING

Manasquan Borough
Manasquan High School Media Center
February 24, 2015
5:00 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

| | | |
|---------------------|----------------------|-----------------------|
| Eugene Cattani | Erik Gardner (SLH) | Alfred Sorino |
| Kenneth Clayton | Heather Garrett-Muly | Tedd Vitale (Brielle) |
| Linda DiPalma | Thomas Pellegrino | James Walsh |
| Mark Furey (Belmar) | Colleen Smith | |

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 placed on the agenda at the next Committee of the Whole meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After the Committee of the Whole approves the matter, it is 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 and Closed Executive Session of Friday, January 16, 2015 and the Committee of the Whole Meeting and Closed Executive Session of January 20, 2015. 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

High School Students of the Month for January – Parker Black, Senior – Ilsa Papunen, Junior – Liam Cuzzo, Sophomore – Jennifer McCaffrey, Freshman

High School Teacher of the Month for January – John Driscoll

Elementary Student of the Month for January – Ryan O’Leary

Ella Luzzi – Female Bowler – Perfect Game

Tyler Wolfe – Male Bowler – Perfect Game

Christian Rispoli – NASA Space Tool Challenge Semifinalist

Matthew Ertle – Eagle Scout

8.

A) **Discussion Items for February 24, 2015 Agenda**

B) **Reports**

- **Education, Curriculum & Technology – Agenda Items***
 - 2015-2016 School Year Calendar
 - Tuition students
- **Athletics/Community – to be discussed in Executive Session**
 - Softball
- **Personnel – to be discussed in Executive Session**
 - Job Description
 - Resignations
 - Elementary School Principal Secretary
 - High School Biology Teacher – long term replacement
 - Technology Specialist
 - Administrative Assistant to the Superintendent
- **Legal – to be discussed in Executive Session**
- **Policy – Agenda Items**
 - Policy 2622 – Student Assessment
- **Finance – Agenda Items**
 - Resolution regarding capital project needs
 - Update on in house counsel survey
 - 2013-2014 Certified Tuition Rates
 - CDL Update
- **Buildings & Grounds – Agenda Items**
 - Tex Net Update
- **Proposed Referendum Project Presentation**
 - **The Garrison Architects**
 - **Edwards Engineering**
 - **Ron Ianole, Bond Council**

9. **Board Member Vacancy Interviews**

10. **Superintendent’s Report & Information Items**

- Enrollment – **Document A**
- Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– **Document B**
- HIB Report – **no report at this time**
- Code of Ethics Review

Recommend approval and acceptance of the Superintendent’s Reports.

11. Student Board Representative Report

12. Public Forum on 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. In the event it appears the public comment portion of the meeting may exceed 45 minutes, the presiding officer may limit each statement made by a participant to 3-5 minutes duration. 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

- 13. Recommend** approval of the Revised Manasquan Board of Education Policy #2622 – Student Assessment as per **Document D.**
- 14. Recommend** approval of Dr. Worth, Psychiatrist, to conduct psychiatric evaluation at a rate of \$500.00 for elementary school student #251755 as part of a Child Study Team Evaluation.
- 15. Recommend** approval of Speech services be provided by Somerset County Educational Services Commission for student number #191390, for December 2014 only, not to exceed \$90.00. (Reference Invoice #2169)
- 16. Recommend** approval to accept a parent paid tuition student in Grade 5 for the 2015-2016 school year. Estimated tuition to be determined.

Professional Days

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

| Date | Name | Destination | Purpose | Sub | Cost |
|-------------------|---|--------------------------------|----------------------|---------------|-------------|
| February 3, 2015 | Lisa Kukoda | Robbinsville | NJSIAA State Meeting | Yes | None |
| February 20, 2015 | Cheryl Femenella, Desiree Faul, Teresa Reichey, Kindle Kuriscak, Christin Walsh | Spring Lake Heights Elementary | PARCC Training | Yes – 3 ½ day | None |

| | | | | | |
|----------------------------|------------------------------------|-------------------------|--|------------|--|
| February 27, 2015 | Andrea Trischitta | Keyport | Gifted & Talented Consortium | Yes | None |
| March 6, 2015 | Alissa Boyne | Kean University | Social Skills & Academics | No | \$125 registration \$31 mileage |
| March 19, 2015 | Alyse Leybovich | Eatontown | Seminar on Common Core Standards for Writing | Yes | \$235 registration \$8.33 mileage |
| March 19, 2015 | Carmen Rodriguez Michelle Sayre | Long Branch | Common Core for Writing Seminar | Yes - 2 | \$235 each registration |
| March 26 – 28, 2015 | Teri Trumpbour | New Orleans | 2015 NAEA National Convention | Yes | None |
| March 30, 2015 | Lorissa Voorhees | Millstone Middle School | Dyslexia Screening and Assessments | No | \$15.96 mileage |
| June 28 – July 1, 2015 | Oriana Kopec | Philadelphia | International Society for Technology in Education Conference | No | \$277 registration \$151.28 mileage |

Student Action

Field Trips

18. 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 29 – February 2, 2015 | Joe Battista | Band | Brielle Elementary | Sending District Band Rehearsal | Yes | \$300 transportation | None |
| February 20, 2015 | Laura Wahl | Grade 7 & 8 | Algonquin Theater | To view a live performance | No | None | PTO |
| March 6, 2015 | Jessica Ciriello | Grade 5 | Algonquin Theater | To view a live performance | No | None | Students |
| April 16, 2015 | Jessica Ciriello | Grade 5 | Adventure Aquarium | To reinforce science curriculum | No | None | Students |
| April 20, 2015 | Lauren Gawron Krissy Sliwoski | Grades 3 & 4 | Middletown Arts Center | To introduce students to the process of scientific creation | Yes - 2 | None | None |
| April 22, 2015 | Alyse Leybovich | Kindergarten | Algonquin | To view a live performance | No | None | Students |
| April 24, 2015 | Robert Markovitch | Grade 7 Science | Six Flags | To reinforce the physics curriculum | Yes - 6 | None | None |

Placement of Students on Home Instruction

19. No recommendations at this time.

Secretary's Report

Recommend **acceptance** of the following **Financial Reports, Elementary School Central Funds Report, Purchase Orders and Payment and Confirmation of Bills (Current Expense)**.

The Business Administrator/Board Secretary certifies that as of **January 31, 2015** 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 **\$2,095,838.66** 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. 6A:23A-16.10 (c)3 the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **January 31, 2015** 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 **January, 31, 2015** per **Document E**. (The Treasurer of School Moneys Report for the month of **January 2015** is on file in the Business Office and is in balance with the Secretary's Report).

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, 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 **January 31, 2015** 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 **2014-2015 budgets for January and February** as recommended by the Superintendent of Schools, as per **Document E**.

Recommend acceptance of the **Elementary School Central Funds Report** for the month ending **January 31, 2015** as per **Document F**.

Purchase Orders for the month of **February 2015** be approved, as per **Document G**.

Recommend acceptance of the **Cafeteria Report** as per **Document H**.

Be It Resolved: that the **Bills (Current Expense)** in the amount of **\$984,775.24** for the month of **February 2015** be approved. Records of, checks (**#35848- #35855**) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for **January 2015** at **\$3,016,289.66** and checks (**#35703- #35847**).

MANASQUAN/SENDING DISTRICTS

General Items

- 20. Recommend** approval to dispose of the following obsolete items as per **Document 1**.
- 21. Recommend** approval for Dana Cheryl Mann to provide consulting services and training of the Towards No Drug Abuse curriculum on January 26, 2015 in the amount of \$2,379.36 (as discussed in the December 16, 2014 Board of Education meeting).
- 22. Recommend** approval of the **2015 – 2016 School Year Calendar** as per **Document 2**.
- 23. Recommend** approval of the **Administrative Assistant to the Superintendent** job description as per **Document 3**.
- 24. Recommend** approval to accept a parent paid tuition student in Grade 11 for the 2015-2016 school year. Estimated tuition to be determined.

25. **Recommend** approval to support the following resolution:

**Resolution – To Address The
Capital Project Needs of New Jersey School Districts**

Whereas, the Manasquan Board of Education, County of Monmouth has determined the need exists to address certain school facility projects in the Manasquan School District that require immediate and/or near term consideration for renovation, upgrade, or maintenance and attached hereto, and

Whereas, prior to current New Jersey school budget restrictions, projects of this nature were addressed through a school district’s annual operating budget and included within the capital outlay portion of its annual budget, and

Whereas, prior to current law, these smaller Capital Outlay projects were always considered authorized adjustments to any tax levy or budgetary caps in place at that time, and

Whereas, projects of this nature were generally of such size and scope that the annual cost of these projects did not substantially impact the local taxpayer, and

Whereas, Chapter 44 of the Laws of 2010 amended 18A:7F-38 and placed more restrictive limits on school district annual budget increases by providing that no school district shall adopt an annual budget with an increase in its adjusted tax levy of more than 2% after adjustments for enrollment, health care costs, and certain accrued liability pension contributions, and

Whereas, Chapter 44 effectively eliminated any authorized adjustments heretofore in place that addressed the capital needs of school districts, and

Whereas, a *tax levy cap* of 2% often results in an annual school operating budget limit of less than 1% which must accommodate all increases relative to salaries, benefits, supplies, and operational services, and

Whereas, school districts around the state are experiencing great difficulty in meeting the educational needs of their district within the constraints of the 2% tax levy cap; and accordingly, must set aside, if not delay, addressing important capital projects that if go unaddressed will certainly result in much higher costs to the state and local taxpayer in the future.

Now Therefore Be It Resolved, that the Manasquan Board of Education calls upon its district legislators, the Commissioner of Education, and the Governor of New Jersey to consider amendments to current law to provide that school capital costs again be recognized as authorized adjustments to school tax levy increases, and

Be It Further Resolved, that a copy of this resolution be sent to the Governor of the State of New Jersey, the NJ Commissioner of Education, local legislators, the New Jersey School Board’s Association, and the New Jersey Association of School Business Officials.

Professional Days

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

| Date | Name | Destination | Purpose | Sub | Cost |
|----------------------|---|---|---|------------|-------------|
| February 26, 2015 | Claire Kozic, Eric Wasnesky, Kevin Hyland, Rick Coppola | Rutgers University, Scotch Plains | To review end of the course exams | Yes – 3 | None |

| | | | | | |
|----------------------------|---------------|-------------------------|-------------------------------------|----|---|
| March 16, 17, 18, 2015 | Lynn Coates | Atlantic City | EXPO NJSBGA | No | \$100 registration – paid through membership dues \$30 parking |
| March 16, 17, 18, 2015 | Bernie Bigley | Atlantic City | EXPO NJSBGA | No | \$100 registration – paid through membership dues \$43.60 mileage \$30 parking \$20 tolls \$165 m/i |
| March 24, 25, 26, 27, 2015 | Ron Kornegay | Atlantic City | Athletic Director's Workshop | No | \$350 registration \$46.33 mileage \$267 accom. |
| March 30, 2015 | Susan VanNote | Millstone Middle School | Dyslexia Screening and Assessments | No | \$15.96 mileage |

Student Action

Field Trips

27. **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> |
|---------------|--------------|----------------|--------------------|--------------------------|------------|--------------------------|-------------------|
| March 1, 2015 | Alan Abraham | Marching Band | Belmar | St. Patrick's Day Parade | No | \$450 transportation | None |
| March 7, 2015 | Alan Abraham | Marching Band | Seaside Heights | St. Patrick's Day Parade | No | \$550 transportation | None |

Placement of Students on Home Instruction

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

| | | |
|---------|----------|--|
| #171899 | Grade 10 | February 2, 2015 – TBD (Disciplinary) |
| #171826 | Grade 10 | February 18, 2015 – June 2015 (Disciplinary) |
| #171956 | Grade 10 | February 1, 2015 – June 15, 2015 (Medical) |
| #151240 | Grade 12 | February 1, 2015 – June 15, 2015 (Medical) |
| #15599 | Grade 12 | February 1, 2015 – June 15, 2015 (Medical) |
| #182250 | Grade 9 | February 6, 2015 – TBD (Hospitalization) |

Placement of Students Out of District

Recommend approval of the revised out of district placement list, as recommended by the Child Study Team as per **Document 4**.

Financials

Recommend acceptance of the following **High School Central Funds Report** for the month ending **January 31, 2015** as per **Document 5**.

29. **Old Business/New Business**

30. **Public Forum**

31. **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 in 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 or Court Order (Board Member Vacancy Deliberation, Student Matter)
- 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 (hiring, resignations, MEA contract clarification)
- 9. Imposition of Penalties Upon an Individual

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

Personnel

- 32. **Recommend** approval of the Elementary School personnel as per **Document I**.
- 33. **Recommend** approval of the High School personnel as per **Document 6**.
- 34. **Open** floor for nomination of board member vacancy for unexpired term and vote on same.
- 35. **Oath of Office**
- 36. **Adjournment**
Motion to Adjourn