

MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING

Manasquan Borough
Manasquan High School Media Center
March 17, 2015
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

Martin Burns

Mark Furey (Belmar)

Colleen Smith

Eugene Cattani

Erik Gardner (SLH)

Alfred Sorino

Kenneth Clayton

Heather Garrett-Muly

Tedd Vitale (Brielle)

Linda DiPalma

Thomas Pellegrino

James 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 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 Regular Public Meeting and Closed Executive Session of January 27, 2015 and the Combined Committee of the Whole and Regular Public Meeting and Closed Executive Session of February 24, 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

- **Demographic Study presented by Joseph Richardson, Whitehall Associates, Inc.**

8. Committee of the Whole

A) Discussion Items for March 24, 2015 Agenda

B) Reports

- Education, Curriculum & Technology – Action Items*
 - *MRESC Cooperative Pricing System DRLAP Contract – Lightpath*- will be an action item*
 - *Revised Graduation Dates* – Elementary School, June 22, 2015 – High School, June 23, 2015 – will be an action item*
 - *Elementary School Summer Programs*- will be an action item*
 - *Freshman Transition Program* - will be an action item*
 - **Update on Integrated Preschool Program**
 - **Update on District 1:1 Initiative Pilot Program**
 - **ISTE 2015 Conference**
 - **District Vision**

- Athletics/Community – confidential personnel items to be discussed in Executive Session*
 - **Volunteer Tennis Coach***
 - **Discuss the visit from community member regarding proposed referendum**

- Personnel – to be discussed in Executive Session
 - **Retirements**
 - **Hiring of Paraprofessionals in the Elementary School**
 - **High School English Teacher – long term replacement**

- Legal – to be discussed in Executive Session

- Policy/Negotiations – Action Items*
 - *Bylaw 0164 – Conduct of Board Meeting* - will be an action item*
 - **The negotiation committee will meet on March 31, 2015 with New Jersey School Boards**

- Finance – Action Items*
 - *2015 – 2016 Tentative Budget* – will be an action item*
 - *SEMI Waiver Request*- will be an action item*
 - **Referendum Resolution**
 - **Discussion - Finance Committee with Garrison Architects concerning ROD Grants**

- Buildings & Grounds – Action Items*
 - *Soil Testing* - will be an action item – Mr. Edwards to answer questions regarding the proposals on March 24, 2015 at our regular meeting**
 - **Update on Tex-Net**

9. Superintendent's Report & Information Items

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

Recommend approval and acceptance of the Superintendent's Reports.

10. Student Board Representative Report

11. 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.

12. MANASQUAN

General Items

Adoption of Tentative 2015-2016 Budget

A) **Recommend approval to submit the tentative 2015-2016 school district budget to the County Office of Education for review and approval as follows:**

BE IT RESOLVED that the tentative budget be approved for the 2015-2016 School Year using the 2015-2016 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2015-2016 Total Expenditures	\$23,731,297	\$413,855	\$988,325	\$25,133,477
Less: Anticipated Revenues	<u>\$10,779,014</u>	<u>\$413,855</u>	<u>-0-</u>	<u>\$11,192,869</u>
Taxes to be Raised	<u>\$12,952,283</u>	<u>-0-</u>	<u>\$988,325</u>	<u>\$13,940,608</u>

And to advertise said tentative budget in THE COAST STAR in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the Manasquan High School Media Center, Manasquan, New Jersey on Tuesday, April 28, 2015 at 6:00 p.m. for the purpose of conducting a public hearing on the budget for the 2015-2016 School Year.

Capital Reserve Account Deposit

RESOLVED that the Manasquan Board of Education requests the approval a capital reserve deposit in the amount of \$50.00. The purpose of this deposit is to record anticipated interest income to be earned in the 2015-2016 school year.

**Travel and Related Expense Reimbursement
2015-2016**

WHEREAS, the Manasquan Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools

and a majority of the full voting membership of the Board; and
WHEREAS, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Manasquan Board of Education established \$50,000 as the maximum travel amount for the current school year and has expended \$21,137.58 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$45,000.00 for all staff and board members for the 2015-2016 school year.

BE IT FURTHER RESOLVED that the Manasquan Board of Education approved the following 2015-2016 Tuition Rates:

Manasquan High School	\$13,200
Manasquan Elementary School	
Pre-School A.M.	\$ 2,321(2.25 hours 39%)
Pre-School P.M.	\$ 3,630 (3.50 hours 61%)
Kindergarten	\$17,894
Grades 1 – 5	\$12,836
Grades 6 – 8	\$13,059
L/LD	\$19,501
PSH – PT	\$10,375
PSH – FT	\$20,751
MD	\$49,768

- B) **Recommend** approval of contract addendum with sending districts for the purpose of tuition adjustment for the 2013-2014 school year, as per **Document A.**
- C) **Recommend** approval to request a waiver of compliance with respect to the Manasquan School District's participation in the Special Education Medicaid (SEMI) Program for the 2015-2016 school year. (Participation would not provide a cost benefit to the district based on the projection of the district's available SEMI reimbursement for the 2015-2016 budget.)
- D) **Recommend** approval of the revised date for the 8th Grade Graduation/Promotion; **Monday, June 22, 2015.**
- E) **Recommend** approval of the Revised Manasquan Board of Education Bylaw #0164 – Conduct of Board Meeting as per **Document B.**
- F) **Recommend** approval of the following summer programs to run July 6 through July 31, 2015:
- P.T.O. Summer Enrichment Program (Grades K-8) – Teacher compensation paid by the P.T.O.)

- *Summer Skills Program (students entering Grades 1, 2 and 3) – Teacher compensation paid by the Board of Education - 3 teachers @ \$900.00 each for a total of \$2,700.00*

G) **Recommend** approval of Dr. Worth, Psychiatrist, to conduct psychiatric evaluation at a rate of \$500.00 for high school student #171899 as part of a Child Study Team Evaluation.

H) **Recommend** approval of Dr. Worth, Psychiatrist, to conduct psychiatric evaluation at a rate of \$500.00 for elementary school student #21126 as part of a Child Study Team Evaluation.

I) **Recommend** approval to ***rescind*** (motion of 1/20/15 minutes) David G. Katz, an Orthon-Gillingham Specialist, to complete a Program Assessment of the Special Education Reading Program in the elementary school at a rate of \$800.00 for student #2285.

J) **Recommend** approval of the Settlement Agreement (File #78967 ELH) which involved no payment by the District (IEP adjustments have been made) and a payment of \$20,000 by New Jersey School Insurance Group (NJSIG) on account of attorney fees.

K) **Recommend** approval and acceptance of Manasquan Resolution 70-2015 regarding the Manasquan Board of Education Shared Services Agreement with the Borough of Manasquan for provision of de-icing the designated school parking lots, approved at the March 2, 2015 meeting of the Manasquan Borough Governing Body, as per attached **Document.**

L) **Recommend** approval of the following transportation contract and agreement beginning February 19, 2015 and ending June 30, 2015:

<u>Route No.</u>	<u>Contractor</u>	<u>School</u>	<u>Hours</u>	<u>Student(s)</u>	<u>Cost</u>
4757 (MOESC)	Coast Answering	Rugby	8:45 – 2:15	1	\$12,836.25 (pro-rated) Incl. 1:1 aide

M) **Recommend** approval of the Superintendent’s Qualitative Merit Goal focused on organizing and executing the development of the strategic planning process.

Personnel

Discussed in Executive Session

Professional Days

N) **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>
April 26 & 27, 2015	Joan Akins	Jersey City	Technique to Intervention Workshop	No	None
May 1, 2015	Colleen Graziano	Monroe Township	Student and Staff Legal Issues in Mental Health	No	\$19.84 mileage \$150 registration
May 27, 28, 2015	Karen Crawley	New Brunswick	NJTESOL/NJBE 2015 Spring Conference	Yes	\$259 registration

Student Action

Field Trips

O) **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>
May 22, 2015	Marie Lauffer	Chorus 5 th through 8 th	Great Adventure	Choral Festival	No	None	None
May 28, 2015	Krissy Sliwoski	Science	Oceanport	Shore Consortium for the Gifted and Talented	Yes - 1	None	None

Placement of Students on Home Instruction

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

#2809261300 Grade 5 February 27, 2015 – March 27, 2015 (Concussion)

Placement of Students Out of District

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

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 **February 28, 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: 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 **February 28, 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 **February 28, 2015** per **Document**. (The Treasurer of School Moneys Report for the month of **February 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 **February 28, 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 **February and March** as recommended by the Superintendent of Schools, as per **Document**.

Recommend **acceptance** of the **Elementary School Central Funds Report** for the month ending **February 28, 2015** as per **Document**.

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

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

Be It Resolved: that the **Bills (Current Expense)** in the amount of \$ for the month of **March**

2015 be approved. Records of, checks (#- #) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for February 2015 at \$ and checks (#- #).

13. MANASQUAN/SENDING DISTRICTS

General Items

R) *MRESC Cooperative Pricing System DRLAP Contract - Lightpath*

Recommend approval of the following resolution approving the participation in the MRESC Cooperative Pricing System DRLAP contract with Lightpath for Regional Wide Area Network Transport and Dedicated Internet Access:

Whereas the Middlesex Regional Educational Services Commission (MRESC) is acting as the lead agency for the Alliance for Competitive Telecommunications (ACT) and

Whereas the MRESC operates the State approved Cooperative Pricing System #65MCESCCPS for the provision of services to its members; and

Whereas the MRESC has developed RFP specifications, for the New Jersey Digital Readiness Learning & Assessment Broadband Component, Wide Area Network & Internet Cooperative Purchasing Initiative (DRLAP) in accordance with E-Rate guidelines; and

Whereas the MRESC, used a competitive contracting format as approved by the Division of Local Government Services; and

Whereas the MRESC posted a 470 form listing all districts submitting a letter or intent to participate in DRLAP and those public school district members of the MRESC Cooperative Pricing System not submitting a letter of intent to participate; and

Whereas the MRESC advertised this bid in accordance with 18A:18A-21 and publicly opened and read the DRLAP bid on September 17, 2014; so

Therefore be it resolved that the Manasquan Board of Education awards the DRLAP contract to Lightpath for Regional Wide Area Network Transport and Dedicated Internet Access

Be it further recommended to approve the 3-year term Lightpath Service Agreement for dedicated internet 500Mb – MRESC – Port 500MB and 1GB OTS – MRESC – Central – Access 1GB, in the monthly recurring amount of \$2,627.00.

- S) *Recommend approval of the contract with Underwood Engineering in the amount of \$17,855.00 to provide soil testing, per the recommendation of Mr. Bill Edwards.*
- T) *Recommend approval of the revised date for the High School Graduation; **Tuesday, June 23, 2015.***
- U) *Recommend approval of the South Shore Community Service Club Transition Program for in-coming freshman over the summer, cost not to exceed \$3,500.00.*
- V) **Recommend** approval of the renewal Master Collaborative Educational Services Agreement with the Middlesex Regional Educational Services Commission to provide collaborative educational services to the Manasquan Board of Education from July 1, 2015 through June 30, 2020, as per attached Document ____.

W) **Recommend** approval of the agreement between the Manasquan Board of Education and Bay Path University, the university will place their students in our district to complete student teacher coursework.

Personnel

Discussed in Executive Session

Athletics

Discussed in Executive Session

Professional Days

X) **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>
March 27, 2015	Jason Bryant	Washington, D.C.	James Madison Memorial Fellowship Committee	Yes	None
June 3, 4, 5, 2015	Lynn Coates	Atlantic City	NJASBO Workshop	No	\$150 registration \$30 parking

Student Action

Field Trips

Y) **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>
May 14, 2015	Pam Grandinetti	History	Ellis Island & Statue of Liberty	To enhance social studies curriculum		\$600 transportation	Students

Placement of Students on Home Instruction

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

#151180 Grade 12 February 5, 2015 – June 22, 2015 (Hospitalization)

Financials

Recommend acceptance of the following **High School Central Funds Report** for the month ending **February 28, 2015 as per Document** .

14. Old Business/New Business

15. Public Forum

16. 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 thirty (30) 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
- ___ 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
- X 8. Personnel Matters (retirements, hiring)
- ___ 9. Imposition of Penalties Upon an Individual

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

17. Adjournment

Motion to Adjourn