

BOARD OF EDUCATION
Borough of Manasquan

The Committee of the Whole Meeting of the Manasquan Board of Education was held in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, September 19, 2017.

The Board President, Mr. Pellegrino, called the meeting to order at 6:03 p.m. and read the Opening Statement.

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.

Call to Order

Mr. Pellegrino requested that everyone join in the Pledge of Allegiance.

2. Pledge of Allegiance

Pledge of Allegiance

3. Roll Call

<i>Donna Bossone - arrived 6:09</i>	<i>Heather Garrett-Muly - arrived 6:12</i>	<i>Thomas Pellegrino</i>
<i>Eugene Cattani</i>	<i>Terence Hoverter - absent</i>	<i>Alfred Sorino - absent</i>
<i>Linda DiPalma</i>	<i>Joseph Loffredo</i>	<i>Tedd Vitale (Brielle)</i>
<i>Mark Furey (Belmar)</i>	<i>Anne McGarry (SLH)</i>	<i>Colin Warren</i>

Roll Call

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Doug Kovats, Board Attorney; Jesse Place, Director of Technology & Human Resources; Barbara Kerensky, Director of Curriculum & Instruction and Sandi Freeman, Recording Secretary.

Mr. Pellegrino read the Mission Statement and Statement to the Public.

4. Mission Statement

Manasquan School District empowers all students by providing a safe, healthy, and inclusive environment where continual growth, perseverance, and rigorous academic standards are balanced with extensive extra-curricular opportunities and rich tradition through partnership with community.

Mission Statement

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.

Statement to the Public

Mr. Pellegrino reported that the Minutes would be approved at the Regular Public meeting next Tuesday.

Acceptance of Minutes

- 6. Recommend** acceptance and approval of the minutes of the Combined Committee of the Whole and Regular Public Meeting and the Closed Executive Session of August 15, 2017.

Minutes
(No Action)

Executive Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed executive session no longer exists.

Mr. Pellegrino said the student board representatives would be present at next week's meeting to provide their reports.

7. Student Board Representative Report

8. Presentations

Mr. Pellegrino reported that the Media Center Ribbon Cutting ceremony would be conducted next Tuesday and members of Mr. Raffetto's family would be present to personally thank them for their donation.

Mr. Pellegrino turned the floor over to Dr. Kasyan for the Committee of the Whole Discussion Items.

**9. Committee of the Whole
Discussion Items for the Agenda**

Dr. Kasyan referred to a painting hanging in the media center painted by a Manasquan resident entitled "The Perfect Day." He thanked the board for having him here because the majority of his days in Manasquan are perfect days.

- **Education, Curriculum & Technology**
 - Raffetto Family Media Center Dedication
 - Alternative School Safety and Security

Dr. Kasyan spoke on the renovations that are currently in progress at the alternative school. He said it is planned that in two years this space would be used for an educational purpose, but now there is a need for transitional classroom space. He said this is in lieu of including in the referendum relocatables that would cost anywhere from \$150,000 to \$300,000. He said it would be more applicable to renovate this space now for temporary classrooms and after the project is complete come back and discuss future use of this building. He spoke of the safety concerns that will be involved with utilizing this space since students would have to travel from inside the high school to the alternative school. He provided ways that this could be facilitated to insure the safety of the students by installing a keypad on the door that could be accessed by the students or man the door with personnel. He preferred staffing the door with personnel. He said this would be approached as a change order to the referendum. The estimated cost for the renovations would be \$100,000 to \$160,000. Dr. Kasyan updated the board on the work that has been completed to remove any contaminants such as asbestos and mold allowing the remainder of the renovations to commence.

Mr. Furey questioned the number of classrooms that would be in the building and the student traffic expected for those classrooms. Dr. Kasyan said that the current section 002 that will required alternate space holds five classes, one every period with a student population that ranges from 18 to 23. He said that if the board does not feel this is an acceptable plan he would have to find a plan B since this area would be unavailable because of the demolition. Dr. Kasyan said this building was used as an Alternative School in the past. He said the proposed project was turned over to Kappa Construction and the project managers are reviewing the cost and he is waiting for a concrete cost for the renovations.

Mrs. DiPalma asked if there were funds available in the referendum to address the renovations. Mrs. Coates said there are contingency funds inside of Kappa's contract and additional funds were made available when the fire alarm bid and contract with Premier Security coming in under budget.

Dr. Kasyan hopes to start using the building by November 1st.

Student Board
Rep. Report
(No Report)

C.O.W.
Discussion
Items

Education,
Curriculum &
Tech.

Alternative
School Safety &
Security

Mr. Pellegrino asked what some of the long-term options are for the alternative building. Dr. Kasyan said that he would like to bring students back into the district and develop an alternative school. He said another option would be to house one of the academy programs in the building. His preference is to utilize the building in a manner that would generate income back to the district. Dr. Kasyan said there is a staff member present that would be able to address this program but he is looking at a two-year projection and he is not sure of the student population that would benefit from this program at that time.

Alternative
School Safety &
Security
(continued)

- **Personnel– To be Discussed in Executive Session- Agenda Items***

Dr. Kasyan said personnel would be discussed in executive session.

Personnel
(Exec. Session)

- **Policy– Agenda Items ***
Policies for Revision

Policy
Discussion on
Revisions

- P 2700 Services to Nonpublic School Students (M)
- P & R 7100 Long-Range Facilities Planning (M)
- P & R 7101 Educational Adequacy of Capital Projects
- P 7130 School Closing
- P 7300 Disposition of Property
- R 7300.2 Disposition of Land
- R 7300.3 Disposition of Personal Property
- R 7300.4 Disposition of Federal Property

- **Policies for 1st Reading**

- P & R 7102 Site Selection and Acquisition

Discussion on
1st Reading

- **Policies to be Abolished**

- R 7300.1 Disposition of Instructional Property

Discussion on
Abolished
Policy

Dr. Kasyan referred to the policies that were provided to the board in the Friday Packet that require revisions and 1st reading. He said that there are no options in the policies. He also referred to one policy being abolished that was also provided in the Friday Packet.

- **Legal**

Legal
(No Report)

Dr. Kasyan turned the floor over to Mrs. Coates for the Finance and Buildings & Grounds report.

- **Finance– Agenda Items ***

- Executed Temporary Note*

Finance

Mr. Coates referred to agenda Item 26 regarding the executed temporary note. She said this is a resolution that outlines the terms of the temporary note executed to fund the referendum project. At the last board meeting the board authorized Mr. Pellegrino and herself to sign the note in between board meetings.

Executed
Temporary
Note

- Forensic Audit

Forensic Audit

Mr. Coates reported that the forensic audit on the central funds account has been completed and it came back positive. The audit results were provided in the Friday Packet and they are posted on OneNote.

- **Buildings & Grounds/Facilities– Agenda Items ***
 - Submission of Project to Department of Education*

Mrs. Coates reported that the alternative school project needs to be submitted to the Department of Education and this evening on Item 27 we are asking for board's approval to submit the Department of Education. A certified resolution is required to be included in the package. This resolution also authorizes the updating to the Long Range Facilities Plan to include the renovations to the alternative school.

Dr. Kasyan referred to the forensic audit and said that he is very proud of the district and the results of the audit. He said that the staff is very focused and serious about the collection of monies and dealing with student activities.

Dr. Kasyan said he would provide the Superintendent's Report next week. He explained that the meeting was being held in the media center this evening because of a conflict with the drama department's use of the auditorium.

10. Superintendent's Report & Information Items

Recommend approval of the following resolution to designate October 16th through October 31st as "School Violence Awareness Week/Red Ribbon Weeks"

WHEREAS, the Manasquan Board of Education values the health and safety of all of our students, and;

WHEREAS, substance abuse is particularly damaging to one of our most valuable resources, our children, and a contributing factor in the three leading causes of death for teenagers – accidents, homicides, and suicides, and;

WHEREAS, it is the goal of School Violence Awareness Week/Red Ribbon Weeks and the Manasquan School District to involve families, schools, businesses, churches, law enforcement agencies and service organizations in all aspects of this campaign and establishes an atmosphere that supports awareness, education and on-going initiatives to prevent illegal drug and alcohol use, and;

WHEREAS, the School Violence Awareness Week/Red Ribbon Weeks Campaign theme promotes family and individual responsibilities for living healthy, drug-free lifestyles, without illegal drugs and alcohol or the illegal use of drugs and alcohol, and;

WHEREAS, the Manasquan School District shall plan activities in conjunction with Red Ribbon Week Campaign which supports awareness, education and promoting a healthy lifestyle for the students and families of the Manasquan School District.

NOW, THEREFORE, BE IT RESOLVED, that Manasquan Board of Education does hereby proclaim October 22nd to 31st 2017 as "Red Ribbon Week."

- **School Violence Awareness Week** – Since 2003, schools and districts have been observing School Violence Awareness Week during the week beginning with the third Monday in October, which is October 16-20, 2017, as required by N.J.S.A. 18A:36-5.1. To help school districts, charter schools and approved private schools for students with disabilities comply with the requirements for School Violence Awareness Week, the New Jersey Department of Education (NJDOE) has

Project
Submission to
the Dept. of
Education
Alternative
School

Superintendent
Report
(No Report)

provided guidance that is available online at:
<http://www.nj.gov/education/students/safety/sandp/climate>

- **Week of Respect** – Additionally, the *Anti-Bullying Bill of Rights Act (P.L.2010, c122)* requires that the week beginning with the first Monday in October (October 2-6 in 2017) of each year be designated as a “Week of Respect” in New Jersey. School districts and charter schools (but not approved private schools for students with disabilities), in order to recognize the importance of character education, are required to observe the week by providing age-appropriate instruction focusing on preventing harassment, intimidation or bullying (HIB). Several resources were provided by the New Jersey Department of Education (NJDOE).
- Enrollment– **Document**
 - **Total Enrollment as of September 15th – 1,528**
 - **High School – 949**
 - **Elementary School – 579**
- Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– **No report for the month**
HIB Monthly Report - **No report for the month**
- HIB New Jersey Department of Education School Self-Assessment Report - **Document**
- **Report of the Director of Curriculum and Instruction**
 - Public Safety Academy Collaboration
- **Report of the Director of Technology and Human Resources**

Recommend approval and acceptance of the Superintendent’s Report.

Mr. Pellegrino opened the Public Forum on Agenda Items and read the following statement.

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.

Mr. Pellegrino closed the public forum seeing no participation from the public.

Mr. Pellegrino continued with the Manasquan General Items and asked for a motion to approve Manasquan Item #12.

MANASQUAN
General Items

Student Board
Rep. Report
(No Report)

C.O.W.
Discussion
Items

Education,
Curriculum &
Tech.

Alternative
School Safety &
Security

Motion was made by Mrs. Bossone, seconded by Mr. Loffredo, to approve Manasquan Item #12.

Discussion: None

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mr. Sorino

MOTION CARRIED

Manasquan Item #12

Student Teacher Placement (Action Taken)

12. **Recommend** approval of the following student teacher placements for the Fall 2017 Semester:

- Julie Temple Georgian Court University Elementary – Grade 6 (Bradley) 15 Days
- Molly Read Brookdale Community College Elementary – Grade 1 (C. Kirk) 60 Hours

Mr. Pellegrino referred to Manasquan Items #13 through #20 and asked if there were any questions prior to approval next Tuesday. Seeing none, he moved on to Manasquan Item #21.

Manasquan Items #13 - #20 (No Action)

13. **Recommend** approval of the 2017-2018 Joint Transportation Agreement with Point Pleasant Beach Board of Education for the transportation of Manasquan Student ID# 223512 to the Harbor School, Eatontown, NJ, effective September 1, 2017 to June 30, 2018, at the annual cost of \$23,040.

Transportation Jointure – Pt. Pleasant Beach BOE

14. **Recommend** approval of the 2017-2018 transportation contracts and agreements for Manasquan resident students, as per **Document** . (Contract amounts will be available after final coordinated routes are established by M-OESC).

2017-18 Transportation Contracts

15. **Recommend** approval of the State of New Jersey Commission for the Blind and Visually Impaired 2017-2018 School Contract for Student ID#323521, in the amount of \$1900.00

2017-18 Commission for the Blind

16. **Recommend** acceptance of the Elementary School Central Funds Report for the month ending **August 31, 2017** as per **Document** .

E.S. Central Funds Report

17. **Recommend** approval of the following Payment Invoices from TRANE, for the HVAC work at the Manasquan Elementary School (pending attorney review).

TRANE Invoices

- o Invoice #38363711 \$ 25,331.75
- o Invoice #38365723 \$202,433.60
- o Invoice #38368740 \$102,730.15

18. **Recommend** approval of the following pay application from SLS Construction, for the Manasquan Elementary School 2017 Partial Window Replacement (pending attorney review):

SLS Construction Pay App 002ES

- o Payment Application #002 ES \$173,612.50

19. **Recommend** approval of the following pay application from Premier Security & Electronics, for the Fire Alarm System Replacement at the Manasquan Elementary School (pending attorney review):

Premier Security & Electronics Pay App #2

- o Payment Application #2 \$134,776.92

Personnel

20. **Recommend** approval of the Elementary School personnel as per **Document**.

E.S. Personnel

Mr. Pellegrino asked for a motion to approve Manasquan Item #21.

Motion was made by Mrs. Bossone, seconded by Mr. Cattani, to approve Manasquan Item #21.

Discussion: None

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mr. Sorino

MOTION CARRIED

Manasquan Item #21 (Action Taken) E.S. Professional Days

Professional Days

21. **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>
September 22, 2017	Nancy Sanders	Toms River	Traumatic Loss Seminar	No	Mileage - \$8.18
September 12, 2017	Amy Young	Garrison, NY	PESI Training	No	None
September 8, 2017	Linda Bradley	Somerset	Dyslexia Conference	Yes	Mileage - \$15.00 Registration-\$230.00

Mr. Pellegrino referred to Manasquan Items #22 through #25 and asked if there were any questions prior to approval next Tuesday. Seeing none, he moved on to Manasquan/Sending District Items #26 and #27.

Professional Days

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

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
October 1-3, 2017	Teresa Trumpbour	Long Branch	AENJ Conference	Yes	None
2017-2018SY	Christin Walsh Kindle Kuriscak	Online	DIBELS Certification	No	Registration \$79.00 each
November 1, 2017	Taylor Ames	Sea Girt	Collaboration Session	Yes	Mileage - \$.31
November 1, 2017	Desiree Faul	Sea Girt	Collaboration Session	Yes	None
November 1, 2017	Elyse Wemple	Sea Girt	Collaboration Session	Yes	None
November 1, 2017	Kindle Kuriscak	Sea Girt	Collaboration Session	No	None
November 1, 2017	Teresa Reichy	Sea Girt	Collaboration Session	Yes	None
November 8, 2017	Kindle Kuriscak	Sea Girt	Collaboration Session	No	None
October 13, 2017	Amy Young	West Babylon, NY	Mental Health Workshop	No	None
November 2, 2017	Amy Young	New Brunswick	Peer Mediation Training	No	Mileage - \$10.23

Student Action

Field Trips

23. **Recommend approval of the field trips listed below:**

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
October 19, 2017	Alyse Leybovich Christine Melfi Sandra Hill Brittany DiPasquale Marybeth McCarthy Patricia Triggiano Nurse - TBD	Kindergarten	Wemrock Orchards	Fall Activities	Yes- 1 Nurse	Bus - \$545.00	Student Funds

Placement of Students on Home Instruction

24. **Recommend that the following student(s) be placed on home instruction, as recommended by the Child Study Team: None at this time**

E.S.
Professional Days
(Action Taken)

Manasquan Items #22 - #25
(No Action)

E.S.
Professional Days

E.S. Field Trips

E.S. Home Instruction

Placement of Students Out of District

- 25. Recommend** approval of the Revised 2017-2018 External Placement list that reflects tuition costs (Transportation costs to be determined once routes are established), as per **Document**

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Items #26 and #27.

Motion was made by Mr. Vitale, seconded by Mrs. Bossone, to approve Manasquan/Sending District Items #26 and #27.

Discussion: None

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mr. Sorino

MOTION CARRIED

Out of District Placements

Manasquan/Sending District Items #26 & #27 (Action Taken)

MANASQUAN/SENDING DISTRICTS

General Items

- 26. Recommend** approval of the executed Certificate of Determination and Award to the Board of Education that will meet the reporting requirement set forth in the resolution adopted on August 15, 2017 entitled “Resolution Authorizing the Issuance of \$12,033,754 Temporary Notes of The Board of Education of the Borough of Manasquan in the County of Monmouth, New Jersey”, as per **Document A.**
- 27. Recommend** approval to authorize Garrison Architects, to prepare and submit a New Jersey Department of Education Other Capital Project, for the renovations to the Alternate School building. The Board further acknowledges that this project is not eligible for state aid and further authorizes Garrison Architects to amend the district’s Long Range Facility Plan to include this project.

Certificate of Determination & Award \$12,033,754 Temporary Note Document A

Alternate School Project Application to NJDOE

Mr. Pellegrino referred to Manasquan/Sending District Items #28 through #47 and asked if there were any questions prior to approval next Tuesday. Seeing none, he moved on to Manasquan/Sending District Item #48.

Manasquan/Sending District Items #28 - #47 (No Action)

28. 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).**

Financial Reports

The Business Administrator/Board Secretary certifies that as of **August 31, 2017** 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 **August 31, 2017** 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 **August 31, 2017** per **Document A.** (The Treasurer of School Moneys Report for the month of **August 2017** 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 **August 31, 2017** 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 **2017-2018 budgets for August and September** as recommended by the Superintendent of Schools, as per **Document** .

Purchase Orders for the month of **September 2017** be approved, as per **Document** .

Recommend **acceptance** of the **Cafeteria Report – No Report**.

Be it Resolved: that the **Bills (Current Expense)** in the amount of \$ for the month of **SEPTEMBER, 2017** be approved. Record of checks (#through #), and distributions are on file in the Business Office.

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$0.00** for the month of **SEPTEMBER, 2017** be approved. Record of checks (# through #), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **AUGUST, 2017** at \$ and checks (# through #) and **(Capital Expense)** for **AUGUST, 2017** at \$ and checks (# through #).

29. Recommend approval of the following out-of-district athletic event workers for the 2017-2018 school year:

- Greg Metz

OOD Athletic Event Worker

30. Recommend approval of the 2017-2018 Manasquan Board of Education Goals:

Goal #1:

To continue to advance a comprehensive and career readiness platform that enables self-discovery, career exploration, academic planning and college preparation by examining the utilization of Naviance. The board will view periodic statistics on how many students are utilizing Naviance and what they are using it for.

2017-18 Manasquan Board of Education Goals

Goal #2:

Focus on the creation of a personalized learning environment. Develop a definition and an understanding of what personalized learning is. Utilize the Instructional Council in both buildings and organize staff development aimed at personalized learning. The board will complete the reading of Ken Robinson, Creative Schools, and meet with the Superintendent periodically to discuss and highlight excerpts during Committee of the Whole.

Goal #3 –

Develop a committee to research and critically analyze the possibility of later start times for the high school and elementary school. How are students impacted by the starting time of their schools?

31. Recommend approval of the 2017-2018 Manasquan District Goals:

Goal #1:

The Superintendent will present to the board twice during the course of the year statistics focusing on the utilization of Naviance. The Director of School Counseling Services will explain the aggregated statistics at this time.

2017-18 Manasquan District Goals

Goal #2:

The Superintendent in conjunction with the Director of Curriculum and Instruction will present to the board a definition and an understanding of what personalized learning means

for Manasquan. The district’s Instructional Council will discuss personalized learning in preparation for the board presentation with the Director of Curriculum and Instruction.

Goal #3:

Superintendent will develop and meet with the new start time committee to research and analyze the value of later start times for the high school and elementary school.

- 32. **Recommend** approval of the submission of the 2017-2018 ESEA Grant (formerly NCLB Grant) application on August 28, 2017.
- 33. **Recommend** approval of the use of ESEA Grant Title I Part A funds to cover one hundred percent of the salary and benefits of Kindle Kuriscak as a supplemental Basic Skills teacher in the amount of \$59,010 (base salary) and \$16,523 (benefits).
- 34. **Recommend** approval of the use of ESEA Grant Title III funds to cover one hundred percent of the stipend of Christine Rice as a supplemental ELL Homework Club adviser in the amount of \$2,000.
- 35. **Recommend** approval of the creation of a central fund account for the Kindergarten Class of 2026.
- 36. **Recommend** approval of the Ice Rental Agreement with Athletic Community Team LLC, d/b/a Jersey Shore Arena, in the estimated rental of \$18,000.00, for the 2017-2018 school year, as per Document.
- 37. **Recommend** approval of Agreement #18156 with the State of New Jersey Department of Military & Veterans Affairs, for the use of the Sea Girt Armory for the 2017-2018 Athletic/Sports Programs in the amount of \$6,120.50.
- 38. **Recommend** approval of the Contract for Services with SD Gameday, LLC, for 2017-2018 Athletic Trainer services on a per diem/as needed basis, as per fee schedule, to be determined by the Director of Athletics or their designee, as per Document.
- 39. **Recommend** approval of the following Payment Application from Kappa Construction Corp., for the Manasquan High School Addition & Renovations (pending attorney review).
 - o Application #001 \$60,674.74
- 40. **Recommend** approval to authorize the School Business Administrator and the District Grant Writer to apply for grants through the Sustainable Jersey for School Grant Program as they arise.
- 41. **Recommend** approval of the following revised policies, as per Document :
 - o P 2700 Services to Nonpublic School Students (M)
 - o P & R 7100 Long-Range Facilities Planning (M)
 - o P & R 7101 Educational Adequacy of Capital Projects
 - o P 7130 School Closing
 - o P 7300 Disposition of Property
 - o R 7300.2 Disposition of Land
 - o R 7300.3 Disposition of Personal Property
 - o R 7300.4 Disposition of Federal Property
- 42. **Recommend** approval of the first reading of the following policies, as per Document
 - o P & R 7102 Site Selection and Acquisition

*Manasquan
District Goals
(continued)*

*2017-18 ESEA
Grant
Application*

*ESEA Grant
Title I Part A*

*ESEA Grant
Title III*

*Central Fund
Account – Class
of 2026*

*Jersey Shore
Arena
Agreement*

*Sea Girt
Armory
Agreement*

*SD Gameday
LLC Agreement*

*Kappa
Construction
Pay App #001*

*Authorization
of SBA & Grant
Writer for
grant
application*

*Policies –
Revisions*

*Policy
1st Reading*

- 43. Recommend** approval of the following policies to be abolished, as per **Document :**
- o R 7300.1 Disposition of Instructional Property

Policy
Abolished

- 44. Recommend** approval of the following resolution:

Whereas in accordance with the Scope of Work associated with the Manasquan High School Additions and Renovations, approvals were required to be obtained from the Monmouth County Planning Board (MCPB); and

Deeds of
Easement &
Right of Way
Resolution

Whereas conditional approval was received from the MCPB on or about June 26, 2017; and

Whereas satisfaction of the conditional approval requires the Manasquan Board of Education to grant bridge maintenance and reconstruction easements (easements) for County Structures W-45 and W-46, located along the Broad Street and North Main Street frontages of the District's property; and

Whereas upon recommendation of the District's Engineer and Counsel, Deeds satisfying the conditional approval have been prepared.

Now therefore be it resolved that the Manasquan Board of Education approves the Deeds aforementioned (Deeds) and authorizes the President to sign the Deeds granting the easements.

Be It further resolved that the District's Administrative and Profession staff take any and all action necessary to effectuate the action of the Board, as per **Documents** () and ().

- 45. Recommend** approval of the following Payment Application from SLS Construction, for the Manasquan High School 2017 Stair Tower Interior Door Replacement (pending attorney review)
- o Application # 002HS \$11,020.00

SLS
Construction
Pay App
#002HS

- 46. Recommend** approval for Ashley Gillen, Social Work Major at Brookdale, 225 hours as part of her Human Services Practicum effective September 13, 2017 through February 1, 2018.

Ashley Gillen
Human
Services
Practicum

Personnel

- 47. Recommend** approval of the High School personnel as per **Document .**

H.S. Personnel

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Item #48.

Motion was made by Mrs. Garrett-Muly, seconded by Mr. Vitale, to approve Manasquan/Sending District Item #48.

Discussion: None

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mr. Sorino

MOTION CARRIED

Manasquan/
Sending
District Item
#48
(Action Taken)

Professional Days

H.S.
Professional
Days

- 48. 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>
September 22, 2017	Elizabeth Rudder	Toms River	Traumatic Loss Seminar	No	Mileage - \$8.18

Mr. Pellegrino referred to Manasquan/Sending District Items #49 and #50 and asked if there were any questions prior to approval next Tuesday. Seeing none, he moved on to Manasquan Item #51.

Professional Days

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

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
October 23, 24, 2017	Joseph Loffredo	Atlantic City	NJSBA Workshop	No	Mileage - \$42.42 Tolls - \$25.00 Parking - \$20.00 Hotel - \$194.00 Meals/Incidentals - \$96.00
December 1, 2017 February 8, 2018 March 9, 2018	Lynn Coates	All meetings held in Tinton Falls	MOCSSIF Insurance Meetings	No	None
September 28, 2017 October 19, 2017 November 16, 2017 December 14, 2017 January 11, 2018 February 22, 2018 March 15, 2018 April 19, 2018 May 17, 2018 June 7, 2018	Lynn Coates	Tinton Falls Tinton Falls Red Bank Spring Lk Hts. Tinton Falls Tinton Falls Spring Lk Hgt. Tinton Falls Tinton Falls Atlantic City	2017-2018 Monmouth County Association of School Business Officials Meetings	No	None
September 13, 2017 October 11, 2017 November 8, 2017 December 13, 2017 January 10, 2018 February 14, 2018 March 14, 2018 April 11, 2018 May 9, 2018 June 13, 2018	Matthew Hudson	All meetings held in Freehold	New Jersey School Buildings & Grounds Association Meetings	No	None
October 19, 2017	Linda Hoeler	Newark	NJIT Engineering Workshop	Yes	Mileage - \$34.41
October 10,11,12, 2017	Matthew Hudson	Jersey City	CPSI Course	No	Registration - \$625.00
October 26, 2017	James Fagen	New Brunswick	Mock Trial Workshop	Yes	Mileage - \$16.18
November 16, 17, 2017	Amy Edwards	Long Branch	NASL Conference	Yes	Registration - \$176.00
October 24, 2017	Meredith Morris	Hamilton	Curriculum Conference	Yes	Mileage - \$13.95 Registration - \$125.00
December 1, 2017	James Fagen	Princeton	NJ History Conference	Yes	Mileage-\$16.12 Registration - \$75.00
October 26, 2017	James Fagen	New Brunswick	Mock Trial Workshop	Yes	Mileage-\$16.18
October 10, 2017	Justin Roach	Monroe	Affirmative Action Officer Training	No	Registration - \$150.00

Manasquan/
Sending
District Items
#49 - #59
(No Action)

H.S.
Professional
Days

March 13, 2018	Justin Roach	Monroe	Affirmative Action Officer Training 2	No	Registration - \$150.00
April 26, 2018	Justin Roach	Monroe	Affirmative Action Officer Training 3	No	Registration - \$150.00

H.S. Professional Days (continued)

Student Action
Field Trips

H.S. Field Trips

50. 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>
To Be Determined	Claire Kozic Eric Wasnesky Kevin Hyland James Fagen Nurse – TBD	Academy of Health Careers	Mutter Museum	Medical History	Yes – 4	Bus - \$450.00	None
October 2017 TBD	James Fagen Jay Bryant	AP Human Geography	New York City	Culture and Migration	Yes – 2	Bus - \$560.00	None
October 26, 2017 November 30, 2017 December 5, 2017 December 12, 2017	John Driscoll Robert Waldeyer Linda Hoeler Nurse - TBD	Grade 9 Financial Literacy	Monmouth University	Financial Literacy Seminar	Yes – 2	Bus - \$350.00	None
October 8, 2017	Ryan Wiemken Michael Kaminski	Band	Seaside	Columbus Day Parade	No	2 Buses - \$840.00	None
To Be Determined	Claire Kozic Eric Wasnesky Kevin Hyland Nurse – TBD	Academy of Health Careers	Stone Barnes Center	Healthy Eating	Yes – 3	Bus - 600.00	None
April 26, 2018	Meredith Morris Claire Kozic	Grades 11, 12	Kula Farm	Farming Experience	Yes – 2	Bus - \$450.00	None
October 25, 2017	Linda Hoeler Amy Edwards Nurse - TBD	Engineering and Architecture	Brookdale Community College	Career Exploration	Yes -2	Bus - \$450.00	None

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Item #51.

Motion was made by Mr. Warren, seconded by Mr. Cattani, to approve Manasquan/Sending District Item #51.

Discussion: None

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mr. Sorino

MOTION CARRIED

Placement of Students on Home Instruction

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

- #192748 Grade 10 September 6, 2017 - June 15, 2018 (Medical)
- #182325 Grade 12 September 6, 2017 - January 26, 2018 (Medical)

Manasquan/Sending District Item #51 (Action Taken)

H.S. Home Instruction

MINUTES – September 19, 2017

#182358 Grade 12 September 6, 2017 - January 26, 2018 (Medical)
#192616 Grade 11 September 6, 2017 - January 26, 2018 (Medical)

Mr. Pellegrino referred to Manasquan/Sending District Item #52 and asked if there were any questions prior to approval next Tuesday. Seeing none, he moved on to Old and New Business.

Financials

52. Recommend acceptance of the following High School Central Funds Report for the month ending August 31, 2017 as per Document.

Mr. Pellegrino asked if there was any Old or New Business to come before the board.

53. Old Business/New Business

Mr. Pellegrino complimented the custodial and grounds staff on an amazing job with the football field and the district grounds. He said he has received numerous positive comments on how phenomenal the field looks.

Mrs. Garrett-Muly asked for an update on the track. Dr. Kasyan said there is one more topcoat application. He asked Mrs. Coates to provide more information. Mrs. Coates said that the company planned to apply the top surface yesterday but were delayed because of the rain. They are expected to be back tomorrow and Friday with the 26th and 27th scheduled as rain dates. The striper will then come in and meet with Mr. Cahill and coaches to lay out the striping package.

Mrs. Garrett-Muly asked if there was going to be some type of protocol for walking on the track. Mrs. Coates said that mats would be used to provide a crossover and heavy equipment will not be allowed to drive over the track. Dr. Kasyan will look into some type of cover and restrict the carts from driving over the track.

Dr. Kasyan referred to the position of Director of School Counseling Services that will be discussed during executive session. He introduced the potential candidate for the position, Lesley Kenney, from Colts Neck.

Dr. Kasyan provided pictures relating to the renovation project and the two trees that will be required to be removed and one possibly trimmed because of the construction. He said that this work would be completed this week and unfortunately, there is no other choice but to remove the trees because of the foundation that is required for the second story. Dr. Kasyan also provided pictures of options for the location of cameras on the elementary school that will provide a 24/7 feed of time-lapsed photos of the building project on the district web or app on the mobile phones.

Mr. Warren asked if a one-page snap shot of the construction schedule could be provided for the website. Mrs. Coates said that New Roads Construction provides presentations at the board meetings and this presentation is placed on the website. She will ask if he could include a one-page schedule.

Mrs. Kerensky spoke on the personalized learning documents that are included on OneNote. She will provide a detailed report on Personalize Learning, the Public Safety Academy and Brookdale and the International Baccalaureate next week. She said that bringing ROTC into the district would require space for the program. She said they supply the retired officers to teach the courses and the fee is based on the salary of the retired officer. Currently they are not starting new units in any districts. She reached out to Wall Township to see about shared services. The Wall Township superintendent was fine with that but details would have to be worked out on how the Manasquan students would participate in the program at Wall.

Mrs. Bossone said she received complaints from two parents that the district calendar was not provided on the district's website. Mr. Place said that this information is included on the website.

H.S. Home
Instruction
(continued)

Manasquan/
Sending
District Item
#52
(No Action)

H.S. Central
Funds Report

Old Business

Compliments
to custodial &
grounds staff

Track Update

Director of
School
Counseling
Services

Construction
Photos
Tree Removal
and 24/7 time-
lapsed photos

Request for
construction
schedule

Mrs. Kerensky
report on
Personalized
Learning, IB
program

ROTC Program Discussion

Dr. Kasyan said that he would encourage partnering with Wall Township for the ROTC program and offer our students this opportunity. The board agreed to have Dr. Kasyan explore this possibility.

Wounded Warriors Parade – Traffic control concern

Mr. Loffredo said he had the opportunity to be present at the Wounded Warriors Parade and said it was an amazing event participated so well by the students. He expressed concern with the cars being allowed to drive along the street while the students were standing along the road waiting for the start of the parade. He asked if the town police could close off the street before the parade starts. Dr. Kasyan agreed with Mr. Loffredo and said that the state police were supposed to handle this but they arrived late this year. Dr. Kasyan said he and the Mayor agreed that this should be addressed for the next parade. Mr. Pellegrino said that he was told that the highlight for the parade participants was the students viewing the parade.

Mr. Pellegrino opened the second public forum. Seeing no participation from the public, he closed the public forum.

Public Forum (No comments)

54. Public Forum

Mr. Pellegrino asked for a motion to enter into Executive Session and read the following statement.

Motion was made by Mrs. Garrett-Muly, seconded by Mr. Cattani, and approved by voice vote of all those present in favor to enter into executive session at 6:46 p.m. MOTION CARRIED

Executive Session

55. Executive Session

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 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:

- X 1. Confidential Matters per Statute or Court Order (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
- X 8. Personnel Matters (Hiring, Resignations, Leave of Absence)
- 9. Imposition of Penalties Upon an Individual

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

Mr. Pellegrino reconvened the meeting at 6:58 p.m. and asked for a motion to approve Manasquan Item #56.

Motion was made by Mrs. Garrett-Muly, seconded by Mr. Cattani, to approve Manasquan Item #1 – Elementary School Personnel, as specified in Document 1.

Discussion: None

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mr. Sorino

MOTION CARRIED

MANASQUAN

Personnel

56. **Recommend** approval of the September 19, 2017 Elementary School personnel as per **Document 1.**

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Item #57.

Motion was made by Mrs. Garrett-Muly, seconded by Mr. Vitale, to approve Manasquan/Sending District Item #57 – High School Personnel, as specified in Document B.

Discussion: None

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mr. Sorino

MOTION CARRIED

MANASQUAN/SENDING DISTRICTS

Personnel

57. **Recommend** approval of the September 19, 2017 High School personnel as per **Document B.**

Mr. Pellegrino asked for a motion to adjourn.

Motion was made by Mr. Vitale, seconded by Mr. Furey, and approved by voice vote of all those present in favor to adjourn the Committee of the Whole meeting at 7:00 p.m.

58. **Adjournment**

Motion to Adjourn

Respectfully submitted



Lynn Coates
Board Secretary

Meeting
Reconvened

Manasquan
Item #56

E.S. Personnel
Document 1
(Action Taken)

Manasquan/
Sending
District Item
#57

H.S. Personnel
Document B
(Action Taken)

Adjournment