

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

Manasquan Borough
Manasquan High School Charles Raffetto Media Center
November 19, 2019
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

Bruce Bolderman	Mark Furey (Belmar)	Anne McGarry (SLH)
Donna Bossone	Terence Hoverter	Alexis Pollock
Martin Burns	Dennis Ingoglia (Brielle)	Alfred Sorino
Eugene Cattani	Joseph Loffredo	Colin Warren

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.

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 Combined Committee of the Whole and Regular Board meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After discussion during the Committee of the Whole portion of the meeting, the matter is focused on during the Regular Public Board Meeting agenda and presented to the Board of Education for a vote.

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Combined Committee of the Whole and Regular Public Meeting and Closed Executive Session of October 29, 2019. 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.

7. Student Board Representative Report

Oath of Office

- **Richard Maloney**

8. Principal Report

- Elementary School – Colleen Graziano
- High School – Robert Goodall

9. Presentations

- High School Students of the Month for November – Christopher Pierro, Senior – Rebecca Witkin, Junior – Jack Minton, Sophomore – Reese Hearon, Freshman
- High School Teacher of the Month for November – Kris Buss
- Elementary School Student of the Month for November – Hannah Snyder
- Elementary School Teacher of the Month for November – Oriana Kopec
- Elks Elementary School Student of the Month for November – Julia Nowak
- Elks Teenager of the Month for November- Timi Meade
- Retirees
 - Lynn Coates
- New Road Construction Project Update – Presented by Robert Notley

10. Discussion Items November 19, 2019 Agenda

- Education, Curriculum & Technology- Agenda Items*
 - 2019-2020 School Year Calendar
 - ES Multi-purpose Room*
 - HS New Gymnasium*
 - Protection/Narcotics Detection Canines*
- Personnel– To be Discussed in Executive Session- Agenda Items*
- Policy - Agenda Items*

Policies for Revision-2nd Reading*

- P 6112 – Reimbursement of Federal and Other Grant Expenditures
- P 3159 – Teaching Staff Member/School District Reporting Responsibilities
- P & R 3218 – Use, Possession, or Distribution of Substances
- P & R 4218 – Use, Possession, or Distribution of Substances
- P 4219 – Commercial Driver’s License Controlled Substance and Alcohol Use Testing
- R 6112 – Reimbursement of Federal and Other Grant Expenditures
- P & R 7440 – School District Security
- P & R 8600 – Student Transportation
- P 8630 – Bus Driver/Bus Aide Responsibility
- R 8630 – Emergency School Bus Procedures
- P 8670 – Transportation of Special Needs Students
- P 9210 – Parent Organizations
- P 9400 – Media Relations

- **Finance**
 - 2020-2021 Budget Process
 - 2018-2019 Audit
- **Buildings & Grounds/Facilities - Agenda Items***
 - HVAC/Fire Alarm Bid*

11. Superintendent's Report & Information Items

- **ES Multi-purpose Room**
- **HS New Gymnasium**
- **Protection/Narcotics Detection Canines**
- **Enrollment– Document A**
 - **Total Enrollment – 1,484**
 - **High School – 956**
 - **Elementary School – 528**
- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Report, Suspensions & Tardy Reports– Document B**
 - **High School:**
 - **October 9th – Lockdown Drill**
 - **October 23rd – Fire Drill**
 - **Alternative School:**
 - **October 9th – Lockdown Drill**
 - **October 23rd – Fire Drill**
 - **Elementary School:**
 - **October 9th – Lockdown Drill**
 - **October 28th – Fire Drill**
- **HIB Monthly Report – Document C**
 - **High School:**
 - **Two Incidents – 2 Confirmed HIB**
 - **Elementary School:**
 - **One Incident – 1 Not HIB**
- **Report of the Assistant Superintendent**
 - MHS 17-18 / 18-19 Final Course Grade and AP Score Comparison
- **Report of the Director of Curriculum and Instruction**
 - 5th Grade English Language Arts – Disaggregated Data
- **Report of the Director of School Counseling Services**

Recommend approval and acceptance of the Superintendent's 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

Professional Days

- 13. Recommend** approval of the **attendance** of staff members at conferences/workshops indicated below:
None for the Month

Student Action

Field Trips

- 14. 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 29, 2020	Eric Clark Sarah Gordon Teachers – TBD Nurse – TBD	Music	Allentown Symphony Hall Dorney Park	Music Competition	Yes -8	2 Buses - \$3,206.88 Total	Student Funds
November 13, 2019	Heather Saake	Pre-K	Manasquan Firehouse #2	Fire Safety Information and Tour	No	None	None
December 18, 2019	Jaimee McMullen Amelia Gliddon Samantha Hagel Kristen Minutoli Taylor Ames Pamela Kelly	Grade 5	Algonquin Theater	Theater Production – Language Arts	No	None	Student Funds
January 24, 2020	Justin Roach Marc Reid Luke Akins	Grades 6-8 Math	Robbinsville	Amazon Fulfillment Center Tour	Yes-2	None	1 Bus - \$336.00 Student Funds
May 20, 2020	Kristen Minutoli Samantha Hagel Jaimee McMullen Amelia Gliddon Taylor Ames Pamela Kelly Nurse - TBD	Grade 5	Camden	Aquarium Tour	Yes-1	None	1 Bus - \$700.00 Student Funds
May 18-19, 2020	Richard Kirk Margaret Ciufu Justin Roach 7 Teachers – TBD	Grade 8	Valley Forge and Gettysburg	Tour of Historic Locations	Yes-8	2 Buses - \$5,790.00 Total	Student Funds

Placement of Students on Home Instruction

- 15. Recommend** that the following student(s) be placed on home instruction, as requested by Guidance or the Child Study Team and approved by the school physician: **None for the Month**

Placement of Students Out of District

16. **Recommend** approval of the revised 2019-2020 External Placement list that reflects tuition costs and transportation cost, as per **Document 1.**

Financials

17. **Recommend acceptance** of the following **Elementary School Central Funds Report** for the month ending **October, 2019** as per **Document 2.**

MANASQUAN/SENDING DISTRICTS

General Items

18. **Secretary's Report/Financials**

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

The Business Administrator/Board Secretary certifies that as of **OCTOBER 31, 2019** 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 **OCTOBER 31, 2019** 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 **OCTOBER 31, 2019** per **Document D.** (The Treasurer of School Moneys Report for the month of **OCTOBER 2019** 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 **OCTOBER 31, 2019**, 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 **2019-2020 budgets for OCTOBER and NOVEMBER** as recommended by the Superintendent of Schools, as per **Document D.**

Purchase Orders for the month of **NOVEMBER 2019** be approved, as per **Document E.**

Recommend acceptance of the **Cafeteria Report – Document F.**

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$1,539,619.64** for the month of **NOVEMBER, 2019** be approved. Record of checks (**#45498** through **#45507**), and distributions are on file in the Business Office.

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$4,460** for the month of **OCTOBER, 2019** be approved. Record of checks (**#1041** through **#1044**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **OCTOBER, 2019** at **\$2,410,449.36** and checks (**#45326** through **#44497**) and (**Capital Expense**) for **OCTOBER, 2019** at **\$195,335.05** and checks (**#1033** through **1040** and **#1366** through **#1366**).

Recommend acceptance of the following **High School Central Funds Report** for the month ending **OCTOBER 2019** as per **Document G.**

19. **Recommend** approval of the 2020 Board of Education meeting dates, as per **Document H.**
20. **Recommend** approval of the acceptance of a Parent-Paid Tuition student (C.C.) (Student ID # to be determined) in the 10th grade at Manasquan High School, effective November 11 , 2019, at a pro-rated annual tuition rate of \$5,445.75.
21. **Recommend** approval of the acceptance of bids and award of contract for the Partial HVAC Replacement and Fire Alarm Upgrades at the Manasquan High School to G.B.I. Inc. T/A Thermal Piping, in the amount of \$5,388,100.00, as per **Document I.** (pending attorney review).
22. **Recommend** approval of the Professional Development program consortium shared with Manasquan, Brick Township and Toms River Boards of Education, provided by Learning Sciences International. Manasquan Board of Education cost, in the amount of \$7,000.00, to be funded through the Title IV grant.
23. **Recommend** approval to amend the 2020 IDEA Grant to account for the carry over of funds in the amount of \$12,317.00 in the Basic Grant and \$479.00 in the Preschool Grant.
24. **Recommend** approval of **Adrienne Adamo** to provide Sign Language interpreting for the 2019/2020 school year at a rate of \$100.00 per hour (2 hour minimum per visit).
25. **Recommend** approval of the Assistant Superintendent's 2019-2020 Qualitative Merit Goal #1 focused on Student Performance Data and Quantitative Merit Goal #1 focused on NJTRAX Digital Learning assessment results.
26. **Recommend** approval of the second reading and adoption of the revision of the following policies, as per **Document J:**
 - P 6112 – Reimbursement of Federal and Other Grant Expenditures
 - P 3159 – Teaching Staff Member/School District Reporting Responsibilities
 - P & R 3218 – Use, Possession, or Distribution of Substances
 - P & R 4218 – Use, Possession, or Distribution of Substances
 - P 4219 – Commercial Driver's License Controlled Substance and Alcohol Use Testing
 - R 6112 – Reimbursement of Federal and Other Grant Expenditures
 - P & R 7440 – School District Security
 - P & R 8600 – Student Transportation
 - P 8630 – Bus Driver/Bus Aide Responsibility
 - R 8630 – Emergency School Bus Procedures
 - P 8670 – Transportation of Special Needs Students
 - P 9210 – Parent Organizations
 - P 9400 – Media Relations

Professional Days

27. 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>
August 17-21, 2020	Timothy Clayton	Lakewood	School Resource Officer Training	No	Registration - \$395.00
January 16-18, 2020	Bailey Price	Baltimore	Soccer Coaches Convention	Yes	Mileage - \$58.80 Registration - \$395.00
December 4, 2019	Claire Kozic	Piscataway	Health Career Advisor Meeting	Yes	Mileage - \$30.31
January 30, 31, 2020	Dr. Frank Kasyan Jesse Place Frank Scott	Atlantic City	Techspo 2020	No	Registration - \$475.00 Hotel- \$115.22 Mileage - \$51.59 M&IE - \$33.00 Tolls - \$10.00 Parking - \$10.00 <i>Costs Per Traveler</i>
January 30, 2020	James Egan	Atlantic City	Techspo 2020	No	Registration - \$299.00 Mileage - \$51.59 Tolls - \$10.00 Parking - \$10.00
January 31, 2020	Nicholas Bock	Atlantic City	Techspo 2020	No	Registration - \$299.00 Mileage - \$51.59 Tolls - \$10.00 Parking - \$10.00

Student Action

Field Trips

28. 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>
December 2019 Date TBD	Claire Kozic Eric Wasnesky Kevin Hyland	Academy of Health Careers	Mutter Museum, PA	Tour of Medical History Museum	Yes-3	Bus - \$400.00	None
January 13, 2020	Jill Santucci Leigh Busco Elizabeth Rudder	MHS Peers	Manasquan – First Presbyterian	Educational Outreach Presentations	Yes-1	None	None
December 6, 2019	Jennifer Dyer Brian Rostron Margaret Polak Autumn Sterner Donya Manovill William Bertscha Jill Santucci	Peer Leaders Special Education	Freehold	Freehold Mall – LifeSkills Shopping Experience	Yes-1	Bus - \$375.00	None
February 11 or 16, 2020	Jennifer Dyer Brian Rostron Margaret Polak Autumn Sterner Donya Manovill William Bertscha	Special Education	Livingston	Tour Lifetown Village	Yes-1	Bus - \$375.00	None

Placement of Students on Home Instruction

29. Recommend that the following student(s) be placed on home instruction, as requested by Guidance or the Child Study Team and approved by the school physician:

#7329638262 Grade 10 November 1, 2019 – December 1, 2019 (Medical)

#7253278387	Grade 11	November 18, 2019 – December 18, 2019 (Medical)
#8148164051	Grade 12	November 17, 2019 – December 18, 2019 (Medical)
#9343765216	Grade 10	November 11, 2019 – December 31, 2019 (Medical)
#1592842155	Grade 11	October 21, 2019 – November 22, 2019 (Medical)

30. Old Business/New Business

31. Public Forum

32. 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:

- ___ 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
- X 8. Personnel Matters (Hiring, Resignation)
- ___ 9. Imposition of Penalties Upon an Individual

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

MANASQUAN

Personnel

33. Recommend approval of the Elementary School personnel as per **Document 3.**

MANASQUAN/SENDING DISTRICTS

Personnel

34. Recommend approval of the High School personnel as per **Document K.**

35. Adjournment

Motion to Adjourn