

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
January 28, 2020
6:00 P.M.

AGENDA

1. Call to Order

2. 48- Hour Notice

Opening Statement: Pursuant to N.J.S.A. 10:4-10, notice of this meeting has been provided by publication in the Asbury Park Press, the Coast Star and posted in the Borough Hall of Manasquan and in the schools within the time limits prescribed by law.

3. Pledge of Allegiance

4. Oath of Office

- Todd Leonhardt – Sea Girt Board Representative

5. Roll Call

Bruce Bolderman	Mark Furey (Belmar)	Joseph Loffredo
Donna Bossone	Terence Hoverter	Thomas Pellegrino
Martin Burns	Dennis Ingoglia (Brielle)	Alexis Pollock
Eugene Cattani	Todd Leonhardt (Sea Girt)	Alfred Sorino

6. 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.

7. 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.

8. 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 December 17, 2019 and the Reorganization Meeting of January 6, 2020. 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.

9. Student Board Representative Report

10. Presentations

**RESOLUTION AUTHORIZING THE DANCE STUDIO
DEDICATION AND ACCEPTANCE OF GIFTS FROM JEFF AND ANNE MICHALS, JEFF AND
PAT OSBORN, AND MANASQUAN HIGH SCHOOL ENDOWMENT AND ALUMNI
FOUNDATION FOR IMPROVEMENTS
TO DISTRICT FACILITIES AND SCHOLARSHIPS**

Recognition of Remarkable Philanthropy

Jeff and Anne Michals

Jeff and Anne Michals moved into Manasquan from Jersey City. Here they raised their two children John and Bobbie, both attending and graduating from MES and MHS. Anne ran for and was elected to the Manasquan BOE in 1997. She served for 8 years and was nominated to be President from 2000 to 2003. During Anne's tenure, she led the campaign to pass the referendum for MES's Pod C addition that was completed in 2007. Anne was known as a board member for her courage, focus, energy, decisiveness and wit.

In 2009, Anne helped restart the MHS Alumni Foundation and served as the Foundation's Vice President for 8 years. Neither Anne nor Jeff are MHS Alums. That said, they both strongly believed in the importance of giving back to their school's community in a meaningful way. To that end, in 2009 they started the MHS Alumni Foundation's 1st scholarship fund with a \$25k gift. In subsequent years, the Michals would continue to add meaningful gifts. For example in 2019, Jeff contributed another \$10k. Upon Anne's passing last year, the scholarship was renamed the Anne Michals Leadership Scholarship. In 2019, there were 7 Anne Michal's scholarship award winners. Through the years, the Foundation has awarded over \$70k in scholarship awards. It's current run rate is 5, one thousand scholarships, per graduating class. The goal is to grow this amount over time.

Finally, Anne was not an MHS Alum. At her last Snyder HS reunion, which no one would be surprised, she helped plan. Her classmates were struck by how much pride and enthusiasm she expressed about Manasquan Schools. This past Spring a few of those classmates came to town and presented Jeff with a plaque honoring Anne.

WHEREAS, the Manasquan Board of Education, in accordance with District Policy 7230, accepted gifts on behalf of the District; and

WHEREAS, in accordance with the policy the Board of Education has honored the intent of the donor in the use of the gift; and

WHEREAS, the Jeff and Anne Michals initial donation in the amount of \$25,000 and their continued donation along with the Manasquan High School Endowment and Alumni Foundation this year, in the amount of \$10,000 has allowed for the establishment of the first MHS Alumni Foundation scholarship fund and continued scholarships as renamed to the Anne Michals Leadership Scholarship.

NOW, THEREFORE, BE IT RESOLVED that the Manasquan Board of Education approves, authorizes and accepts, with thanks and appreciation, the gift of scholarship funds and philanthropic contribution from Jeff and Anne Michals and the Manasquan High School Endowment and Alumni Foundation.

Jeff and Pat Osborn

The Osborn Family was one of the earliest to settle in this area. Jeff Osborn served as MHS's principal for over 20 years and over the past 5 years has led the MHS Alumni Foundation's efforts to improve MHS's infrastructure (most notably the renovation of the MHS Media Center).

When both MHS students and staff requested we look into expanding our fine arts programs, specifically adding dance classes, Jeff, assisted, along with his wife Pat, and their expertise of her own, very successful, Spring Lake School of Dance. Pat is also former Rockette and had performed at NYC's Radio City Music Hall for 15 years. She is currently a certified teacher with Royal Academy of Dance and Dance Educators of America.

Pat, with Jeff's assistance, helped us create our new and now very successful dance program at MHS. From giving us specifications for and helping us build out our new dance studio, to purchasing necessary equipment...we could not have created that space without them. In addition, Pat assisted in the creation of the dance program. Currently there are 30 students enrolled and we expect that to grow meaningfully in coming semesters. To acknowledge their critical support we are naming this new space: The Patricia Tully-Osborn Dance Studio.

Additionally, Pat and Jeff have made a substantial financial commitment to create an MHS "Performing Arts Endowment", which is designed to support both the MHS student experience and scholarship in dance, music and theater in the future. Many thanks to Pat and Jeff.

WHEREAS, the Manasquan Board of Education, in accordance with District Policy 7230, accepted gifts on behalf of the District; and

WHEREAS, in accordance with the policy the Board of Education has honored the intent of the donor in the use of the gift; and

WHEREAS, the Jeff and Pat Osborn commitment of donation in the amount of \$50,000 and the Manasquan High School Endowment and Alumni Foundation donation has allowed for the improvements on District property specific to the creation of the MHS Dance Studio.

WHEREAS, the dedication of the new Improvements be recognized on January 28, 2020 by renaming the Manasquan High School Dance Studio, The Patricia Tully-Osborn Dance Studio, in conjunction with the acknowledgement of the profound impact the Manasquan High School Endowment and Alumni Foundation has had;

NOW, THEREFORE, BE IT RESOLVED that the Manasquan Board of Education approves, authorizes and accepts, with thanks and appreciation, the commitment of contribution to Improvements from Jeff and Pat Osborn and the Manasquan High School Endowment and Alumni Foundation.

- **High School Students of the Month for January– Joseph Weinstein, Senior – Karen Li Junior – Lara Shannon, Sophomore – Mattison Petrone, Freshman**
- **High School Teacher of the Month for January– John Driscoll**

- **Elementary School Student of the Month for January**– Michael McNulty
- **Elementary School Teacher of the Month for January**– Teresa Reichey
- **Elks Elementary School Student of the Month for January**– Brendan Mills
- **Elks Teenager of the Month for January**– Bianca D’Anton
- **2019 STEAM Tank Finalists**
- **New Road Construction Project Update** – Presented by Robert Notley

11. Principals’ Reports

- Elementary School – Colleen Graziano
 - Ready Math Presentation
- High School – Robert Goodall

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.

13. Public Forum

14. Discussion Items January 28, 2020 Agenda

- **Education, Curriculum & Technology- Agenda Items***
 - School Start Time Discussion
 - Current Start Times
HS – 7:34am
ES – 8:25am
 - Parent Survey Results
- **Personnel– To be Discussed in Executive Session- Agenda Items***
- **Policy**
 - Grading Policy
- **Finance**
 - 2020-2021 Budget Update
- **Buildings & Grounds/Facilities - Agenda Items***

15. Superintendent's Report & Information Items

- **Enrollment– Document A**
 - **Total Enrollment – 1,491**
 - **High School – 958**
 - **Elementary School –533**

- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Report, Suspensions & Tardy Reports– Document B**
 - **High School:**
 - **December 7th – Fire Drill**
 - **December 18th – Evacuation Drill**

 - **Alternative School:**
 - **December 20th – Fire Drill**
 - **December 18th – Evacuation Drill**

 - **Elementary School:**
 - **December 17th – Table Top Meeting**
 - **December 19th – Fire Drill**

- **HIB Monthly Report – Document C**
 - **High School: No Report for the Month**

 - **Elementary School:**
 - **Five Incidents – 4 Not HIB, 1 Confirmed HIB**

 - **HIB Report – Student Safety Data System Report (EVVRS) – September 1, 2019 through December 31, 2019**

- **Report of the Assistant Superintendent**

- **Report of the Director of Curriculum and Instruction**

- **Report of the Director of School Counseling Services**

Recommend approval and acceptance of the Superintendent's Report.

MANASQUAN
General Items

- 16. Recommend** approval of the acceptance of a Tuition Free Student of Staff Member, in accordance with the MEA/MBOE Negotiated Agreement, in the 6th grade at Manasquan Elementary School for the 2020-2021 school year (T.C.)

- 17. Recommend** approval of CPC Behavioral Health to conduct a Fit to Return and Psychiatric evaluation for student #6279712572 at a rate not to exceed \$850.00.

Professional Days

18. **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>
January 31, 2020	Alissa Boyne Nicole DeStefano	Spring Lake	Speech Therapist Collaboration	No	Mileage - \$1.89
December 18, 2019 January 16 & 31, 2020 February 4, 2020 March 3, 2020 (previously approved 12/17/2019)	Michael Pape Kristine Pierce Julie Rieth Justin Roach Tom Russoniello Kim Ward Andrea Trischitta	Brick	Learning Sciences International Professional Development	Yes - 6	Mileage - \$4.34 per traveler per session (Title II Grant Funded)

Student Action

Field Trips

19. **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>
February 4, 2020	Eric Clark	Band	Millstone PAC	Attend Concert for All Shore Intermediate Band	Yes - 1	Bus - \$400.00	None

Placement of Students on Home Instruction

20. **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:

#5705503520 **Grade 7** **January 3, 2020 – January 31, 2020 (Medical)**
 #7377095824 **Grade 6** **January 6, 2020 – January 24, 2020 (Medical)**

Placement of Students Out of District

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

Financials

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

MANASQUAN/SENDING DISTRICTS

General Items

23. **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 **DECEMBER 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; that the amount of district taxes, excluding debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,608,235.00** 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 **DECEMBER 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 **DECEMBER 31, 2019** per **Document D**. (The Treasurer of School Moneys Report for the month of **DECEMBER 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 **DECEMBER 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 DECEMBER and JANUARY** as recommended by the Superintendent of Schools, as per **Document D**.

Purchase Orders for the month of **JANUARY 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 **\$1,651,659.68** for the month of **JANUARY, 2020** be approved. Record of checks (**#45798** through **#45926**), and distributions are on file in the Business Office.

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$222,742.84** for the month of **JANUARY, 2020** be approved. Record of checks (**#1054** through **#1058**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense) for DECEMBER, 2019** at **\$2,640,042.01** and checks (**#45664** through **#45797**) and **(Capital Expense) for DECEMBER, 2019** at **\$90,522.94** and checks (**#1047** through **1052**).

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

24. **Recommend** approval of the continuation of placement of a Tuition Free Student of Staff Member, in accordance with the MEA/MBOE Negotiated Agreement, in the 10th grade at Manasquan High School for the 2020-2021 school year – Student ID# 3297934118.
25. **Recommend** approval of Pay Application # 3 – Final, for Your Way Construction, in the amount of \$127,683.60, for Site Improvements at Manasquan Elementary School (pending receipt of approved/signed pay application).

26. **Recommend** approval of Pay Application # 1, for Thermal Piping, in the amount of \$52,822.00, for the Manasquan High School HVAC Partial Replacement and Fire Alarm Upgrade.
27. **Recommend** approval of the additional design services for upgrades to the Manasquan High School Fire Alarm provided by Regan Young England Butera (aka RYEBREAD), in the amount of \$35,000 (pending attorney review).
28. **Recommend** approval of the creation of a Baking Club.

Professional Days

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

Date	Name	Destination	Purpose	Sub	Cost
February 7-9, 2020	Julian Price	Baltimore, MD	Glazier Football Clinic	Yes	None
June 28 – July 1, 2020	Dr. Frank Kasyan Jesse Place Frank Scott	Anaheim, CA	International Society of Technology Education Conference	No	Registration: \$550.00 Hotel: \$647.10 M&IE: \$231.00 Airfare: \$550.00* Mileage: \$55.30* Tolls: 25.00* Parking (Airport): \$100.00* Air/Hotel Transportation: \$200.00* <i>* Estimated maximums subject to travel regulations & actual documented costs. Cost per traveler.</i>
January 30 -31, 2020	Robert Goodall	Atlantic City	Techspo 2020	No	Registration - \$475.00 Hotel- \$115.22 Mileage - \$51.59 M&IE - \$33.00 Tolls - \$10.00 Parking - \$10.00
March 22,23,24,25, 2020	Matthew Hudson	Atlantic City	2020 NJSBGA Conference/Expo	No	Registration \$200 Mileage \$47.25 Tolls \$15.00 Parking \$50.00 Hotel \$291.00 M/I \$231.00
February 24, 2020	Dana Warncke	Long Branch	NJAPHERD Conference	Yes	Mileage - \$12.00 Registration - \$85.00
January 9, 2020	Jill Santucci	Monroe	Project Unify	Yes	None
January 9, 2020	Ryan Graf	Monroe	Articulation Visit	Yes	None
January 9, 2020	John Driscoll	Monroe	Articulation Visit	Yes	None
January 29, 2020	Amy Edwards	Newark	AOE/NJIT Articulation Meeting	Yes	None
January 24, 2020	Justin Roach Richard Coppola	Freehold	LGBT and Disabled Curriculum Collaboration	No	Mileage - \$4.97 (Cost per Traveler)
February 25,26, 2020	Claire Kozic	Long Branch	NJAHPERD Conference	Yes	Mileage-\$7.21 Registration-\$125.00 Membership Fee - \$65.00
February 24,25, 26, 2020	Amy Certo	Long Branch	Health and PE Workshop	Yes	Mileage-\$5.88 Registration-\$200.00 Membership Fee-\$65.00

February 24,25, 26, 2020	Jill Santucci	Long Branch	NJASPERD Conference	Yes	Mileage-\$15.20 Registration-\$200.00 Membership Fee-\$65.00
March 17,18,19, 2020	Peter Cahill	Atlantic City	Athletic Director Convention	No	Mileage-\$51.31 Registration - \$375.00 Hotel - \$314.85
December 18, 2019 January 16 & 31, 2020 February 4, 2020 March 3, 2020 (previously approved on 12/17/2019)	Rick Coppola Carlyann Eggie Brent Shible Maria Eldridge Meghan Hillman Gina Martucci Megan Voorhees	Brick	Learning Sciences International Professional Development	Yes-6	Mileage - \$4.34 per traveler per session (Title II Grant Funded)
February 6, 2020	Pamela Cosse Brian Rostron	Tinton Falls	ACE Student Program Observation	Yes-1	Mileage-\$9.10 (Cost per traveler)

**Student Action
Field Trips**

30. Recommend approval of the field trips listed below:

Date	Name	Subject	Destination	Purpose	Sub	Other Board Costs	Other Fund
May 19, 2020	Leigh Busco Elizabeth Rudder Nurse - TBD	SAC	Brookdale Community College	Monmouth County Youth Wellness Summit	Yes -1	Bus - \$285.00	None
March 18, 2020	Amy Edwards Claire Kozic James Fagen Ryan Critelli Nurse - TBD	Academy of Engineering	Blackwood	STEAM Tank Challenge 2020	Yes-5	2 Buses - \$800.00	None
March 1, 2020	Ryan Wiemken William Hughes	Band	Belmar	St. Patrick's Day Parade	No	2 Buses - \$600.00	None
May 23, 2020	Ryan Wiemken William Hughes	Band	Bradley Beach	Memorial Day Parade	No	2 Buses - \$600.00	None
March 6, 2020	Jill Santucci Leigh Busco Amy Certo	Peer Leaders	Ocean Township	Interact with campers at Rising Tree Tops	Yes-1	Bus - \$350.00	None
May 21, 2020	Amy Edwards Nurse - TBD	Academy of Engineering	Farmingdale	STEAM Tank	Yes-2	Bus - \$300.00	None

Placement of Students on Home Instruction

31. 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:

- #9343765216 Grade 10 January 2, 2020 – February 28, 2020 (Medical)**
- #7253278387 Grade 11 January 20, 2020 – February 20, 2020 (Medical)**
- #1762609147 Grade 10 February 5, 2020 – March 18, 2020 (Medical)**
- #2686906059 Grade 10 December 18, 2019 – February 18, 2020 (Medical)**

32. Old Business/New Business

33. 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
- 8. Personnel Matters (Hiring, Leave of Absence, Employee Performance)
- 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

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

MANASQUAN/SENDING DISTRICTS

Personnel

35. **Recommend** approval of the High School personnel as per **Document H.**

36. **Adjournment**

Motion to Adjourn