

BOARD OF EDUCATION
Borough of Manasquan

The Combined Committee of the Whole and Regular Public Board of Education Meeting was held in the Manasquan High School Charles Raffetto Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, January 28, 2020.

The President, Mr. Cattani, called the meeting to order at 6:00 p.m. and read the Opening Statement.

1. Call to Order

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.

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

3. Pledge of Allegiance

Pledge of Allegiance

Dr. Crawley administered the Oath of Office to Todd Leonhardt. Mr. Cattani welcomed Mr. Leonhardt to the board.

4. Oath of Office

Oath of Office

- Todd Leonhardt – Sea Girt Board Representative

5. Roll Call

Roll Call

Bruce Bolderman

Mark Furey (Belmar) - absent

Joseph Loffredo

Donna Bossone

Terence Hoverter - absent

Thomas Pellegrino

Martin Burns - absent

Dennis Ingoglia (Brielle)

Alexis Pollock

Eugene Cattani

Todd Leonhardt (Sea Girt)

Alfred Sorino

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Dr. Peter Crawley, School Business Administrator/Board Secretary; Gabrielle Pettineo; Board Attorney; Jesse Place, Assistant Superintendent of Schools; Rick Coppola, Director of Curriculum and Instruction; Lesley Kenney, Director of School Counseling Services; Sandi Freeman, Recording Secretary; Jane Antonucci; Nick Fahrion and Richard Maloney, Student Board Representatives

Quorum Reached

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

6. Mission Statement

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

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.

Mr. Cattani asked for a motion to accept and approve the minutes.

Motion was made by Mr. Sorino, seconded by Mrs. Bossone, to accept and approve the minutes as specified in Item #8.

Roll Call Vote: December 17, 2019 – Ayes (8); Nays (0); Abstain (1) Mr. Pellegrino; Absent (3)

Mr. Burns; Mr. Furey; Mr. Hoverter

January 6, 2020 – Ayes (9); Nays (0); Abstain (0); Absent (3) Mr. Burns; Mr. Furey;

Mr. Hoverter

MOTION CARRIED

Acceptance of
Minutes

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

Mr. Cattani continued with the Presentation portion of the meeting and introduced Mr. Michals, his son John Michals and Jeff and Pat Osborn. He read the following resolution authorizing the dance studio dedication and acceptance of gifts from Jeff and Anne Michals, Jeff and Pat Osborn and the Manasquan High School Endowment and Alumni Foundation for improvements to the Manasquan School District facilities and scholarships.

Dr. Kasyan thanked Mr. Michals for his generosity and support over the years and commended Mrs. Michals for her service and dedication to the district during her tenure on the board of education and participation in the MHS Alumni Foundation prior to her passing last year.

10. Presentations

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.

Dr. Kasyan said that a survey of the students indicated a strong interest in a dance program. Knowing the Osborn's knowledge of a dance program, he sought out their assistance with the program. Dr. Kasyan thanked them for their very generous donation and assistance specific to the creation of the dance program.

Dr. Kasyan continued with the recognition of the Students and Teachers of the month. He provided the criteria the students need to be met in order to be recognized as students of the month. Dr. Kasyan also read a poem that highlights the importance and great qualities of our teachers. Dr. Kasyan introduced the students and teachers of the month and presented them with Certificates of Appreciation and Wally Bucks.

- **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**

Rachel Wall provided a report along with a PowerPoint presentation on the product created by her team for the STEAM Tank competition.

Mr. Cattani asked the Student Representatives to provide their reports at this time.

Jane Antonucci reported that the students have finished exam week. The freshmen class is selling coupons for their fundraiser and the freshmen and sophomore representatives are working on the semi-formal being held in March. The senior and junior representatives are working on the prom details.

*Presentations
(continued)*

*Students &
Teachers of the
Month*

*STEAM Tank
Presentation*

*Student Board
Representative
Reports*

The senior representatives are planning the senior trip with hopes for a new venue this year. She said the Atlantic Club has not been popular with the students in the past so they hope to find a new venue that would interest more people.

Student Board
Representative
Reports

Mr. Cattani asked for a motion to accept the Student Representatives Report.

Motion was made by Mrs. Bossone, seconded by Mr. Bolderman, to accept the Student Representative Report.

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mr. Burns; Mr. Furey, Mr. Hoverter
MOTION CARRIED

Mr. Cattani turned the floor over to Robert Notley, from New Road Construction Project Update.

- **New Road Construction Project Update – Presented by Robert Notley**

New Road
Construction
Project Update

Mr. Notley provided a program summary for the replacement of HVAC equipment and the Fire Alarm system at the high school. Thermal Piping Inc. was awarded the contract in November and mobilized on site on December 23, 2019. He provided project status of the Guidance and CST suite, installation of gas piping for future rooftop HVAC equipment and completion of the clearing for the contractor's laydown/staging area. The architect and engineer are continuing to review submittals and shop drawings from Thermal Piping. New Road Construction Management is working on potential additional scope items relating to an indoor practice facility and air-conditioning of spaces in the I/A building. Bi-weekly progress meetings are being held with the project team and special meetings as needed throughout the course of construction are taking place. He reported that the project is going well and on schedule. Dr. Kasyan asked if there would be a need for an update in February. Mr. Notley said he would have a significant update to report in February.

Mr. Cattani continued with the Principals' Reports and turned the floor over to Mrs. Graziano.

11. Principals' Reports

- Elementary School – Colleen Graziano
 - Ready Math Presentation

Principals'
Reports

Elementary
School
Mrs. Graziano

Dr. Kasyan said that the math program selected for the elementary school will be presented this evening and the curriculum will be adopted at a future meeting in accordance with board policy.

Mrs. Graziano provided details of the progress of the math curriculum committee. She complimented the members of the committee on their efforts made in reviewing five different series, meeting with the individual publishers and selection of Ready Math, a rigorous and challenging program, that will best serve the students. Mrs. Graziano reviewed the components of the program that overall meet the expectations required for a well-designed math program. Mr. Roach reported that in addition to traditional student materials it provides an outstanding digital experience for student and parents. He said that this program also provides a superior professional training experience. In answer to questions by Mrs. Bossone and Mrs. Pollock, Mr. Roach said the program is available in English and Spanish and will address grades K-6 and that transitioning for students in grade 6 to grade 7 should not present a problem because the math programs are standards based and the math does not change only the method of delivery. Mr. Roach said it is the intention to address professional training before the end of this school year and again in August. Mr. Coppola complimented the programs attention to not only remediation but also enrichment. Dr. Kasyan suggested that the training for parents be robust and once approved arrangements be made to conduct parent training opportunities. Dr. Kasyan thanked Mrs. Graziano and Mr. Roach for their report and the committee for their due diligence in researching the math program.

Mr. Cattani turned the floor over to Mr. Goodall.

- o High School – Robert Goodall

Mr. Goodall reported that 80 teachers have now received Round 2 of the technology instruction professional development using the SAMR model to measure the way technology is used in the classroom by teachers and students. Mr. Goodall said he met with an individual who would assist in providing information to non-college bound students on the Iron Workers Union Local 11 Apprenticeship opportunities. Mr. Goodall will be establishing a pathway through Monmouth County Adult Vocational School to provide apprenticeship and job opportunities for non-college bound graduating students. He referred to three new industrial arts/construction courses that will be added in 2020-21 to replace the current wood and advance wood courses. Mr. Goodall said exams went well and make up opportunities are being made available to students this week. He congratulated Mrs. McHugh on being selected as Teacher of the Year and Mrs. Rudder as the Educational Support Person of the Year. Mr. Goodall congratulated the girls' varsity bowling team on achieving the title of Shore Conference Central "A" Division Champs and the boy's and girls' swim team on achieving the title of Shore Conference "B" South Division Champions. He congratulated Coach Craig Murin on surpassing 400 career wins and Coach Lisa Kukoda for achieving 200 wins. Mr. Goodall concluded his report.

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

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.

Fran Simeck, 31 McGreevey Avenue, Manasquan – Ms. Simeck spoke on behalf of herself and many other parents on the possible change to the start times in the school district. She hopes that decisions made on the revisions to the start times are based on all involved in the community. She referred to the American Academy of Pediatrics recognizing insufficient sleep in adolescence as an important health issue in addition to other agencies and individuals who support late start times. She and others agree the high school start time needs adjustment keeping the elementary school at the current time. She asked that the survey results be made public.

Jacqueline Ewing, 17 Clark Street, Manasquan – Ms. Ewing thanked the board for their time given to the children. She agrees with comments made by Ms. Simeck and understands that traffic is a major concern with having the same start times at both schools. She also spoke on the nutritional needs of her children and feels that what is offered in the cafeteria for lunch and at the snack bar is disappointing. She hopes that the board will look into other programs that will provide better choices for the students.

Mr. Cattani closed the Public Forum on Agenda Items, seeing no additional comments from the public.

Mr. Cattani opened the second public forum on any issues included or not included in the agenda.

13. Public Forum

Mr. Cattani closed the Public Forum, seeing no comments from the public.

Principals'
Reports

High School
Mr. Goodall

Public Forum
on Agenda
Items

Public Forum

Mr. Cattani turned the floor over to Dr. Kasyan for the Committee of the Whole discussion items.

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

Dr. Kasyan reviewed the current start times and results of the parent surveys that were conducted on proposed changes to the start times. The survey results indicated that the majority of parents at the high school would like a later start time and the majority of the parents at the elementary school would like the start time to stay the same. Research is undeniable that students need more sleep and would respond better to a later start time in middle and high school. Dr. Kasyan pointed out several issues at the high school with a later start time that would involve extra-curricular activities and also the traffic patterns. Dr. Kasyan recommends that more thought be put into this with regard to maintaining the elementary school start time and addressing a change in the start time at the high school taking into consideration the traffic pattern. He will continue to research this matter but based on the results of the surveys he will not be bringing this back to the board.

Mr. Pellegrino commented that taking away from the lunch period that was such a positive focus when changing to the new schedule in order to accommodate a later start time does not make sense educationally. He is in favor of not changing the start time. Mr. Sorino said to look at all options before any decision is made for a change. Mr. Ingoglia suggested that parents take the phones away from the children at bedtime. Mrs. Bossone referred to comments made by students on the benefits of the unit lunch and this should not be changed. Dr. Kasyan closed discussion on start times.

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

Dr. Kasyan reported that personnel will be discussed in executive session.

- **Policy**
 - Grading Policy

Dr. Kasyan addressed the proposed grading scale and is waiting for input from the elementary school on the new math program before putting it on the agenda. He will bring this back to the board after he hears back from the elementary school administration with the first reading in April and the second reading in May. Mr. Cattani asked if the current grades will be adjusted if the new grading starts next year. Dr. Kasyan feels that the new policy would start in September. Mr. Loffredo asked if there was a sense of urgency to address this now because of its impact on the students. Dr. Kasyan said that being practical is important and it would best serve everyone to start in September. Mrs. Kenney commented that the students school profile will indicate that the grading scale has been changed and this clarification is important when applications are reviewed by the college representatives. Dr. Kasyan asked that Mrs. Kenney's participation and comments be noted as not being permitted in accordance with Robert's Rules during the Committee of the Whole meeting.

- **Finance**
 - 2020-2021 Budget Update

Dr. Crawley reported that the budget is the primary focus in the business office at this time. Finalized projected enrollments are due on February 1st from the sending districts. This information will help determine the tuition rate for the 2020-2021 school year. The other large unknown at this point is the cost of health benefits. The district's health benefit broker has been advised of the district's expectations for a reasonable increase in rates and have been asked to shop aggressively in order to ensure the district gets the most favorable deal possible.

C.O.W.
Discussion
Items

Education,
Curriculum &
Technology
School Start
Time

Personnel
(Closed
Session)

Policy
Grading Policy

Finance
2020-2021
Budget Update

- **Buildings & Grounds/Facilities - Agenda Items***

Dr. Crawley reported that in addition to what was discussed by Mr. Notley, we will be moving forward to permit RYEBREAD to draw plans for the old fire alarm system and research prices to replace this system. This is expected to be addressed through the change order process.

Dr. Kasyan spoke on swing space required for the project and the comparison of the prices of trailers to creating a steel structure. Focus is now on constructing a steel structure by May that would provide the opportunity to serve as the needed swing space. Dr. Crawley reported that preliminary pricing for steel structures was provided by New Road Construction Management. The estimated cost of a trailer, installed on campus and board owned, would be between \$625,000 to \$725,000 compared to a 12-month lease that would be more expensive since it will include installation and removal at a cost close to \$1 million. Finalized numbers on the steel structure will be available after receipt of the bid on February 19th. The structure will be used as swing space and then utilized as an auxiliary athletic facility. After discussion during the Facilities Committee meeting this seems to be the opportunity to explore. Dr. Crawley said the bid will include three different size buildings. Mr. Cattani said that these costs are included in the referendum and the facility will provide many opportunities for the district. Mrs. Bossonne asked where softball practices will take place if this area is used for the swing space. Dr. Kasyan said that plans are being worked on with Brielle for use of their fields at Green Acres and Orchard Park and Mallard Park.

Mr. Cattani provided a report on the Facilities Committee meeting at which time the committee itemized the large projects needing to be addressed by the district and looking into ways of funding the projects. Projects being considered are lights and bleachers on the turf field; replacement of the high school gym floor, bleachers and locker rooms and refurbishing in the auditorium. Discussion also included the proposed field house. The list of items reviewed by the committee amounts to close to \$3 million. He said discussion has begun to look into working in conjunction with the town along with the Endowment Foundation and local businesses to provide financial assistance.

Dr. Kasyan concluded the Committee of the Whole portion of the meeting and continued with the Superintendent's Report.

15. Superintendent's Report & Information Items

Dr. Kasyan provided the enrollment report for the high school and elementary school, as specified in Document A.

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

Dr. Kasyan provided the fire drill reports for the month of December, as specified in Document B. The drills conducted have met all the state standards in accordance with Title 18A.

- **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**

Buildings &
Grounds/
Facilities
RYEBREAD -
Plans for old
fire alarm
system
replacement

Swing Space

Facilities
Committee
Report

Supt's. Report

Enrollment
Document A

Attendance
Comparison,
Fire Drill
Reports,
Suspensions &
Tardy Reports
Document B

Dr. Kasyan provided the HIB Monthly Report, as specified in Document C. He provided incidents in both the elementary school and high school included on the first EVVRS Report that was sent into the state today for the period September 1, 2019 to December 31, 2019. This is the first of two reports provided to the Department of Education regarding the EVVRS data.

- **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**

HIB Monthly
Report
Document C

HIB – Student
Safety Data
System Report
(EVVRS)

Dr. Kasyan turned the floor over to Mr. Place, for the Report of the Assistant Superintendent.

- **Report of the Assistant Superintendent**

Mr. Place provided an update on the security improvements in the district. He reported on the completion of the installation of the additional camera on the football field and bleachers and camera replacement at the front of the high school as reported this past December. He said that phase two that will provide coverage of the turf field is in the planning phase. This area does not provide existing network service and he is looking into wireless options for these cameras. Steps are being made to be in compliance with Alyssa’s Law that requires schools to have in essence a panic button that could silently alert law enforcement to a security or emergency issue in the school. He is looking into integrating this into our existing phone system. Mr. Place said there is a grant opportunity available in the amount of \$90,000 for certain types of security upgrades and we hope to complete the access controls in the high school along with upgrading the existing cameras at the high school building. Mr. Place concluded his report.

Report of the
Assistant Supt.
Mr. Place

Dr. Kasyan turned the floor to Mr. Coppola, for the Report of the Director of Curriculum and Instruction.

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

Mr. Coppola reported on the full day in-service program that took place on Monday, January 27th that included programs on the importance of social and emotional learning provided by Dr. Price. He provided details of a program, conducted by Learning Services, that a group of twelve teachers, six from each school, is participating in through a consortium at the Brick schools with a main topic of Student Ownership of their learning. Discussion is taking place on new courses at the high school including the changes to the industrial arts program. An audit process will take place with the College Board in order to add curriculum for AP Physics. Advanced placement students will be provided with more opportunities to meet with teachers during unit lunch in AP labs to prepare for advance placement testing. Teachers will meet on March 26th for an open workshop to assist students in preparation for the AP testing. The unit lunch is being utilized in a very positive way and more opportunities are being looked into to get students and teachers connected. He commended Mrs. Kenney and Mr. Goodall for being open to these suggestions. He commended Mrs. Graziano and Mr. Roach on the process involved in selecting the new K-6 math program. Mr. Coppola concluded his report.

Report of the
Director of
Curriculum and
Instruction
Mr. Coppola

Dr. Kasyan turned the floor over to Mrs. Kenney, for the Report of the Director of School Counseling Services.

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

Mrs. Kenney will be notifying the students of a Trade & Jobs Fair through Monmouth County Vocational School District at the Freehold center with over 50 employers, trades and representatives. Work is being done on the completion of the course offerings booklet. Sending District meetings with 8th grade students have been scheduled and counselors will be visiting the schools to assist with the scheduling process. She provided details of the grade scale and an explanation on how to calculate a student's GPA. She said class rank possibly could not accurately reflect a student's achievement and because of this, students will now be allowed to have the option of reporting rank as needed or upon request. She said that an official rank and GPA will be calculated at the end of sophomore year, junior year and senior year. This information will be provided in the handbook and course offerings guide. Mrs. Kenney concluded her report.

Dr. Kasyan questioned the new grade scale and how it would affect students getting a D grade and still being eligible for athletics under the NJSIAA rules. Mrs. Kenney will further look into this with Mr. Cahill.

Dr. Kasyan referred to a comment made by a parent during the public forum on nutrition and asked if a meeting could be scheduled with the food service provider and develop a committee of parents to look at the menu in the cafeteria. Dr. Crawley said that he would look into this and that a meeting is planned for next month with students to get their input on the menu.

Dr. Kasyan said that voting on the Superintendent's Report this evening will include approval of the HIB Reports relating to the Student Safety Data System Report – EVVRS from September 1, 2019 through December 31, 2019 that is required to be reported under statute and in accordance with QSAC. He concluded his report.

Mr. Cattani asked for a motion to approve and accept the Superintendent's Report.

Recommend approval and acceptance of the Superintendent's Report.

Motion was made by Mr. Sorino, seconded by Mr. Pellegrino, to approve and accept the Superintendent's Report.

*Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mr. Burns; Mr. Furey; Mr. Hoverter
MOTION CARRIED*

Mr. Cattani asked if there were any items in the Manasquan General Items that require a separate vote. Seeing none, he asked for a motion to approve Items #16 through #22.

Motion was made by Mr. Loffredo, seconded by Mrs. Pollock, to approve Manasquan General Items #16 through #22.

*Roll Call Vote: Ayes (7); Nay (0); Abstain (0); Absent (2) Mr. Burns, Mr. Hoverter
MOTION CARRIED*

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.

Report of the
Director of
School
Counseling
Services
Mrs. Kenney

Approval and
Acceptance of
the Supt's.
Report

Manasquan
General Items
#16 through
#22

2020-2021
Tuition Free
Student of Staff
Member

CPC Behavioral
Health – Fit to
Return and
Psych.
Evaluation

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 <i>(previously approved 12/17/2019)</i>	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**.

Mr. Cattani asked if there were any items in the Manasquan/Sending District General Items that require a separate vote. Seeing none, he asked for a motion to approve Items #23 through #31.

Motion was made by Mrs. Bossone, seconded by Mr. Pellegrino, to approve the Manasquan/Sending Districts General Items #23 through #31.

Discussion: Mr. Pellegrino asked for information on the baking club. Dr. Kasyan explained that a group of students requested that a baking club be established, and a proposal was provided by two teachers for the creation of the club. Dr. Kasyan explained that policy allows a club to have a stipend advisor position once sustained for three years. He said this aligns with the next contract negotiation.

Roll Call Vote: Ayes (8); Nays (0); Abstain (1) Mr. Leonhardt; Absent (3) Mr. Burns; Mr. Furey; Mr. Hoverter **MOTION CARRIED**

E.S. Professional Days

E.S. Field Trips

E.S. Home Instruction

2019-2020 External Placements Document 1

E.S. Central Funds Report Document 2

Manasquan/Sending Districts Items #23 through #31

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.

Financial Reports

Secretary’s Certification

District Taxes

Acceptance of the Secretary’s Certification

Secretary’s Financial & Investment Report Document D

Budget Certification Document D

Purchase Orders Document E

Cafeteria Report Document F

Bills (Current Expense)

Bills (Capital Expense)

Confirmation of Bills (Current & Capital Expense)

H.S. Central Funds Report 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.

2020-2021
Tuition Free
Student of Staff
Member

Your Way
Construction
Pay App #3
Final

Thermal Piping
Pay App #1

RYEBREAD
Design Services
HS Fire Alarm

Baking Club

Professional Days

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

H.S.
Professional
Days

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
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* * Estimated maximums subject to travel regulations & actual documented costs. Cost per traveler.
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

MINUTES – January 28, 2020

H.S.
Professional
Days
(continued)

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	NJASPERD 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	<u>ACE Student Program Observation</u>	Yes-I	Mileage-\$9.10 (Cost per traveler)

Student Action

Field Trips

30. Recommend approval of the field trips listed below:

H.S. Field Trips

<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 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
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H.S. Field Trips

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) |

H.S. Home Instruction

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

32. Old Business/New Business

Old / New Business

Under Old Business: Mr. Cattani said that during the previous discussion on facilities improvements he failed to mention that they are also looking into science room upgrades, improvements to the gym floor and possible media center upgrade at the elementary school.

There was no New Business to come before the board.

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

Motion was made by Mr. Sorino, seconded by Mr. Loffredo, and approved by voice vote of all those present in favor to enter into Executive Session at 8:33 p.m. MOTION CARRIED

33. Executive Session

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, 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.

Executive Session

Mr. Cattani asked for a motion to reconvene the meeting.

Motion was made by Mr. Sorino, seconded by Mrs. Bossone, and approved by voice vote of all those present in favor to reconvene the meeting at 9:00 p.m. MOTION CARRIED

Meeting Reconvened

Roll Call

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

Roll Call

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Dr. Peter Crawley, School Business Administrator/Board Secretary; Gabrielle Pettineo; Board Attorney; Jesse Place, Assistant Superintendent of Schools; Sandi Freeman, Recording Secretary Quorum Reached

Mr. Cattani asked for a motion to approve Manasquan Item #34.

Motion was made by Mr. Sorino, seconded by Mrs. Pollock, to approve Manasquan Item #34 – Elementary School personnel, as specified in Document 3.

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

Manasquan Item #34
E.S. Personnel Document 3

MANASQUAN

Personnel

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

Mr. Cattani asked for a motion to approve Manasquan/Sending Districts Item #35.

Motion was made by Mr. Ingoglia, seconded by Mr. Loffredo, to approve Manasquan/Sending Districts Item #35 – High School personnel, as specified in Document H.

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mr. Burns; Mr. Furey; Mr. Hoverter MOTION CARRIED

Manasquan/Sending Districts Item #35
H.S. Personnel Document H

MANASQUAN/SENDING DISTRICTS

Personnel

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

Mr. Cattani asked for a motion to adjourn.

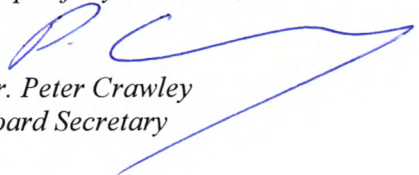
Motion was made by Mr. Bolderman, seconded by Mrs. Pollock, and approved by voice vote of all those present in favor to adjourn the meeting at 9:02 p.m. MOTION CARRIED

Adjournment

36. Adjournment

Motion to Adjourn

Respectfully submitted,


Dr. Peter Crawley
Board Secretary