

**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  
March 18, 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. 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

**5. Be it resolved** that due to the COVID-19 emergency as referenced in Executive Order 103, and under Board Policy Bylaw 131, the Board hereby suspends its Policies and Bylaws relating to in-person Board meetings and authorizes virtual board meetings to occur during this period of emergency.

**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 the Closed Executive Session of February 25, 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 - No Report for the Month**

**10. Presentations – No Presentations for the Month**

**11. Principals’ Reports – No Reports for the Month**

- Elementary School – Colleen Graziano
- 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 March 18, 2020 Agenda**

- **Education, Curriculum & Technology- Agenda Items\***
  
- **Personnel– To be Discussed in Executive Session- Agenda Items\***
  
- **Policy**  
**Policies/Regulations -1<sup>st</sup> Reading\***  
P 0152: Board Officers  
P 1581: Victim of Domestic or Sexual Violence Leave  
R: 1581: Domestic Violence (New)  
P 2422: Health and Physical Education  
P 3421.13: Postnatal Accommodations (New)  
P 4421.13: Postnatal Accommodations (New)  
P 5330: Administration of Medication  
R 5330: Administration of Medication  
P 7243: Supervision of Construction  
P 8210: School Year  
P 8220: School Day  
R 8220: School Closings  
P 8462: Reporting Potentially Missing or Abused Children  
R 7510 – Use of School Facilities/Fields
  
- **Finance**
  - 2020-2021 School District Budget Update
  
- **Buildings & Grounds/Facilities - Agenda Items\***

**15. Superintendent's Report & Information Items**

- **Enrollment– Document A**
  - **Total Enrollment – 1,483**
    - **High School – 949**
    - **Elementary School –534**
  
- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Report, Suspensions & Tardy Reports– Document B**
  - **High School:**
    - **February 20<sup>th</sup> – Fire Drill**
    - **February 26<sup>th</sup> – Lockdown Drill**
  
  - **Alternative School:**
    - **February 28<sup>th</sup> – Fire Drill**
    - **February 27<sup>th</sup> – Lockdown Drill**
  
  - **Elementary School:**
    - **February 21<sup>st</sup> – Lockdown Drill**
    - **February 28<sup>th</sup> – Fire Drill**
  
- **HIB Monthly Report – Document C**
  - **High School: No Report for the Month**
  
  - **Elementary School: No Report for the Month**
  
- **Report of the Assistant Superintendent**
  
- **Report of the Director of Curriculum and Instruction – No Report for the Month**
  
- **Report of the Director of School Counseling Services – No Report for the Month**

**Recommend** approval and acceptance of the Superintendent's Report.

**MANASQUAN**  
**General Items**

16. **Recommend** approval of the acceptance of a Parent-Paid Tuition Student, (L.P.) in Grade 1 at the Manasquan Elementary School for the 2020-2021 school year, at the annual tuition rate of \$8,308 (*Student ID# to be determined*)
  
17. **Recommend** approval of the acceptance of a donation of delivery fee in the amount of \$305.00 from Route 34 Landscape Supply Yard, Wall, NJ, for the delivery of materials used in the creation of the MES Mindfulness Garden.
  
18. **Recommend** approval of the following *revised* mileage reimbursement for the 2019-2020 school year (previously approved on August 13, 2019):

<u>Name</u>	<u>School Year</u>	<u>Rate</u>	<u>Not to Exceed</u>
Teresa Savage	2019-2020	.35 cents/mile	\$500.00

**Professional Days**

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

<b><u>Date</u></b>	<b><u>Name</u></b>	<b><u>Destination</u></b>	<b><u>Purpose</u></b>	<b><u>Sub</u></b>	<b><u>Cost</u></b>
November 20, 2019	Nancy Sanders	Monroe	Intervention and Referral Services Workshop	No	Registration - \$149.00
May 13, 2020	Alissa Boyne	Galloway	Speech Regulations Workshop	No	None

**Student Action**

**Field Trips**

20. **Recommend** approval of the field trips listed below: **No Report for the Month**

**Placement of Students on Home Instruction**

21. **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**                      **March 9, 2020 – March 16, 2020 (Medical)**

**Placement of Students Out of District**

22. **Recommend** approval of the revised 2019-2020 External Placement list that reflects tuition costs and transportation cost. **No Report at this Time**

**Financials**

23. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending **February, 2020** as per **Document 1**.

**MANASQUAN/SENDING DISTRICTS**

**General Items**

24. **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 **FEBRUARY 29, 2020** 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 **\$2,608,234.00** 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 **FEBRUARY 29, 2020** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

**Recommend** acceptance of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **FEBRUARY 29, 2020** per **Document D**. (The Treasurer of School

Moneys Report for the month of **FEBRUARY 2020** is on file in the Business Office and is in balance with the Secretary's Report).

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we the members of the Board of Education of the Borough of Manasquan, County of Monmouth, after having reviewed the Report of the Secretary and upon consultation with the appropriate officials, certify that as of **FEBRUARY 29, 2020**, 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 FEBRUARY and MARCH** as recommended by the Superintendent of Schools, as per **Document D**.

**Purchase Orders** for the month of **MARCH 2020** 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 **\$1,713,107.35** for the month of **MARCH, 2020** be approved. Record of checks (**#46134** through **#46203**), and distributions are on file in the Business Office.

**Be it Resolved:** that the **Bills (Capital Expense)** in the amount of **\$12,068.43** for the month of **MARCH, 2020** be approved. Record of checks (**#1077** through **#1080**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **FEBRUARY, 2020** at **\$2,354,095.57** and checks (**#46009** through **#46133**) and **(Capital Expense)** for **FEBRUARY, 2020** at **\$310,255.88** and checks (**#1061** through **1076** and **#1375** through **#1375**).

**Recommend acceptance** of the following **High School Central Funds Report** for the month ending **FEBRUARY 2020** as per **Document G**.

#### **Adoption of Tentative 2020-2021 Budget**

- 25. Recommend** approval to submit the tentative 2020-2021 school district budget to the County Office of Education for review and approval as follows:

**BE IT RESOLVED** that the tentative budget be approved for the 2020-2021 school year using the 2020-2021 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<b><u>GENERAL FUND</u></b>	<b><u>SPECIAL REVENUES</u></b>	<b><u>DEBT SERVICE</u></b>	<b><u>TOTAL</u></b>
<b>2020-2021 Total Expenditures</b>	\$28,606,055	\$403,619	\$1,686,383	\$30,696,057
<b>Less: Anticipated Revenues</b>	\$12,643,658	\$403,619	\$ 262,404	\$13,309,681
<b>Taxes to be Raised</b>	\$15,962,397	\$ -0-	\$1,423,979	\$17,386,376

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

**BE IT FURTHER RESOLVED**, that a public hearing be held in the Manasquan High School Charles Raffetto Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, April 28, 2020 at 6:00 p.m. for the purpose of conducting a public hearing on the budget for the 2020-2021 school year.

**Capital Reserve Account Deposit**

**RESOLVED** that the Manasquan Board of Education requests the approval of a capital reserve deposit in the amount of \$50.00. This represents anticipated interest for the 2020-2021 school year.

**RESOLVED** that the Manasquan Board of Education requests the approval of a capital reserve deposit in the amount of \$75,000 as follows:

- \$50,000 turf replacement
- \$25,000 sod replacement

**Travel and Related Expense Reimbursement 2020-2021**

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

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

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

**WHEREAS**, the Manasquan Board of Education established \$47,267 as the maximum travel amount for the current school year and has expended \$25,511.73 as of this date; now

**THEREFORE, BE IT RESOLVED** that the Manasquan Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.2, to a maximum expenditure of \$47,267 for all staff and board members for the 2020-2021 school year.

**BE IT FURHER RESOLVED** that the Manasquan Board of Education approved the following **2020-2021** Tuition Rates:

Manasquan High School 9 - 12	\$16,616
Pre-School (3-year old program)	\$ 1,100
Pre-School (4-year old program)	\$ 1,700
Kindergarten	\$19,943
Grades 1 – 5	\$19,387
Grades 6 – 8	\$19,750
L/LD	\$19,951
PSH – PT	\$ 4,193
PSH – FT	\$ 8,386
MD	\$50,961
Parent Paid K-8	\$ 8,308
Parent Paid 9 – 12	\$ 8,308

26. **Recommend** approval of the acceptance of a Parent-Paid Tuition Student, ID #1272477146 in Grade 11 at the Manasquan High School for the 2019-2020 school year, effective March 1, 2020, at the pro-rated tuition of \$2,905.
27. **Recommend** approval of the Limited Design Services Proposal from Tokarski & Millemann, in the amount of \$5,000, for the New Pre-engineered Multi-Purpose Facility for Manasquan High School, as per **Document H**.
28. **Recommend** approval of the Online Facilities Rental Storefront Agreement with Facilitron, Inc., as per **Document I** (*pending attorney review*).
29. **Recommend** approval of the resolution to appoint Dr. Peter Crawley, as the School Alliance Insurance Fund Commissioner, as per attached **Document J**.
30. **Recommend** approval of the acceptance of the Take the Vape Away Grant award in the amount of \$3,500.00 from Hackensack Meridian Health. Funds will be used to support Manasquan’s Teens Against Vaping project.
31. **Recommend** approval of the first reading of the following policies and regulations, as per **Document K**:
- P 0152: Board Officers
  - P 1581: Victim of Domestic or Sexual Violence Leave
  - R: 1581: Domestic Violence (New)
  - P 2422: Health and Physical Education
  - P 3421.13: Postnatal Accommodations (New)
  - P 4421.13: Postnatal Accommodations (New)
  - P 5330: Administration of Medication
  - R 5330: Administration of Medication
  - P 7243: Supervision of Construction
  - P 8210: School Year
  - P 8220: School Day
  - R 8220: School Closings
  - P 8462: Reporting Potentially Missing or Abused Children
  - R 7510 – Use of School Facilities/Fields

**Professional Days**

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

<b><u>Date</u></b>	<b><u>Name</u></b>	<b><u>Destination</u></b>	<b><u>Purpose</u></b>	<b><u>Sub</u></b>	<b><u>Cost</u></b>
March 27, 2020	Carol Anderson	Iselin	Foreign Language Annual Conference	Yes	Mileage-\$13.79 Registration-\$185.00
March 27, 2020	Rosa Russo	Iselin	Foreign Language Annual Conference	Yes	Mileage-\$13.79 Registration-\$185.00
March 25, 2020	Andrew Bilodeau	Montgomery	NJSIAA Committee	Yes	None
June 10-16, 2020	Peter Cahill	San Diego	Surf Team Competition	No	Meals/Incidentals-\$426.00
April 29, 2020	Timothy Clayton	Freehold	Operation Planning Workshop	No	None

**Student Action  
Field Trips**

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

<b>Date</b>	<b>Name</b>	<b>Subject</b>	<b>Destination</b>	<b>Purpose</b>	<b>Sub</b>	<b>Other Board Costs</b>	<b>Other Fund</b>
May 9, 2020	Ryan Wiemkan	Band	Red Bank	All Shore Jazz Festival	No	None	None
April 3, 2020	Leigh Busco	SAC	Brookdale CC	Young Women's Conference	No	1 Bus - \$285.00	None
April 9, 2020	Kevin Hyland	Academy of Health Careers	Rutgers University	Cadaver Lab	Yes	1 Bus - \$400.00	None

**Placement of Students on Home Instruction**

34. **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:

- #1903890546      **Grade 10**      **March 9, 2020 – March 31, 2020 (Medical)**
- #2693417253      **Grade 10**      **February 27, 2020 – March 27, 2020 (Medical)**
- #8403919116      **Grade 11**      **February 27, 2020 – March 27, 2020 (Medical)**
- #3707576483      **Grade 10**      **March 2, 2020 – April 2, 2020 (Medical)**
- #2686906059      **Grade 10**      **March 19, 2020 – April 19, 2020 (Medical)**
- #7253278387      **Grade 11**      **March 22, 2020 – April 22, 2020 (Medical)**
- #5127196755      **Grade 11**      **March 13, 2020 – April 13, 2020 (Medical)**
- #1762609147      **Grade 10**      **March 18, 2020 – April 3, 2020 (Medical)**

35. **Old Business/New Business**

36. **Executive Session**

**WHEREAS**, the Sen. Byron M. Baer Open Public Meetings Act, *N.J.S.A. 10:4-6, et seq.*, (the “Act”) provides that the Manasquan Board of Education hold an “Executive Session” from which the public is excluded to discuss matters that are confidential or are one of the nine (9) subject matters listed in Section 12(b) of the Act; and

**WHEREAS**, it is recommended by the Superintendent that the Manasquan Board of Education go into Executive Session on this date in Manasquan, New Jersey, to discuss matters that are permissible for discussion in Executive Session; and

**WHEREAS**, the length of the Executive Session is estimated to be thirty (30) minutes after which the public meeting of the Board shall reconvene and proceed with business; and

**WHEREAS**, that the Board hereby declares that its discussion of the following subject(s) will be made public at a time when the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

**NOW, THEREFORE BE IT RESOLVED** by the Manasquan Board of Education that the Board shall go into Executive Session to discuss the following items:

- X      1. Confidential Matters per Statute or Court Order (Student Matter)
- \_\_\_    2. Impact Rights to Receive Federal Funds
- \_\_\_    3. Unwarranted Invasion of Individual Privacy
- \_\_\_    4. Collective Bargaining
- \_\_\_    5. Acquisition of Real Property or Investment of Fund
- \_\_\_    6. Public Safety Procedures



- X 7. Litigation or Contract Matters or Att./Client (Pending Litigation)
- X 8. Personnel Matters (Hiring, Resignation, Leave of Absence)
- 9. Imposition of Penalties Upon an Individual

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

**MANASQUAN**

**Personnel**

- 37. Recommend** approval of the Elementary School personnel as per **Document 2.**

**MANASQUAN/SENDING DISTRICTS**

**Personnel**

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

- 39. Adjournment**

Motion to Adjourn