

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

Manasquan Borough

Due to the statewide prohibition of public gatherings, this meeting will be held virtually and streamed live to the public. Please visit www.manasquanschools.org for information on how to view and participate.

June 16, 2020

6:00 P.M.

DRAFT 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
Donna Bossone
Martin Burns
Eugene Cattani

Mark Furey (Belmar)
Terence Hoverter
Dennis Ingoglia (Brielle)
Todd Leonhardt (Sea Girt)

Joseph Loffredo
Thomas Pellegrino
Alexis Pollock
Alfred Sorino

5. 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.

6. 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.

7. 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 May 12, 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.

8. Student Board Representative Report - No Report for the Month

9. Presentations

- Reopening Roadmap – Presented by Dr. Kasyan

10. Principals' Reports - No Report for the Month

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

11. Public Forum on Agenda Items

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. In the event it appears the public comment portion of the meeting may exceed 45 minutes, the presiding officer may limit each statement made by a participant to 3-5 minutes duration. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not keeping with the conduct of a proper and efficient meeting. During the public participation portions of this meeting, the Board will not respond to questions from the public involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific or prospective or current employee. This public forum is limited to comment on items included in this agenda only.

12. Public Forum

13. Discussion Items June 16, 2020 Agenda

- **Education, Curriculum & Technology- Agenda Items***
 - NJQSAC District Performance Review
- **Personnel– To be Discussed in Executive Session- Agenda Items***
- **Policy- Agenda Items***
- **Finance**
 - Reserve Deposits
- **Buildings & Grounds/Facilities**
 - High School Turf Field Usage

14. Superintendent's Report & Information Items

- **Enrollment– Document A**
 - **Total Enrollment – 1,487**
 - **High School – 953**
 - **Elementary School –534**
- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Report, Suspensions & Tardy Reports– Document B**
 - **Fire Drill Reports:**
 - **High School: No Report for the Month – Remote Learning COVID-19**
 - **Alternative School: No Report for the Month – Remote Learning COVID-19**
 - **Elementary School: No Report for the Month – Remote Learning COVID-19**

- **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

15. **Recommend** approval of the continuation of placement of the following Parent-Paid Tuition Students in the Manasquan Elementary School for the 2020-2021 school year, at the annual tuition rate of \$8,308.00:

Student ID# 8865949180 – Grade 4	Student ID# 8760486398 – Grade 5
Student ID# 9284864124 – Grade 4	Student ID# 5614927445 – Grade 7
16. **Recommend** approval of the continuation of placement of the following Tuition Free Student of Staff Member, in accordance with the MEA/MBOE Negotiated Agreement, in Grade 3 at the Manasquan Elementary School for the 2020-2021 school year: Student ID# 8309905778.
17. **Recommend** approval of the submission of the FY 2021 ESEA Grant (formerly NCLB Grant) application submitted by June 30, 2020.

Professional Days

18. **Recommend** approval of the **attendance** of staff members at conferences/workshops indicated below:
No Report for the Month

Student Action

Field Trips

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

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: **No Report for the Month**

Placement of Students Out of District

21. **Recommend** approval of the revised External Placement list that reflects both transportation and tuition costs for the 2019-2020 school year. **No Report for the Month**
22. **Recommend** approval of the 2020 Extended School Year Placements and 2020-2021 September – June Placements list that reflects available tuition costs, as per **Document 1.**

Financials

23. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending May, 2020 as per **Document 2.**

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 **MAY 31, 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, including debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$3,372,389.00** 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 **MAY 31, 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 **MAY 31, 2020** per **Document D**. (The Treasurer of School Moneys Report for the month of **MAY, 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 **MAY 31, 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 MAY and JUNE** as recommended by the Superintendent of Schools, as per **Document D**.

Purchase Orders for the month of **JUNE 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 **\$137,897.32** for the month of **JUNE, 2020** be approved. Record of checks (**#46473** through **#46501**), and distributions are on file in the Business Office.

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$2,017,491.10** for the month of **JUNE, 2020** be approved. Record of checks (**#1113** through **#1115**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **MAY, 2020** at **\$2,678,849.68** and checks (**#46362** through **#46472**) and **(Capital Expense)** for **MAY, 2020** at **\$129,115.59** and checks (**#1097** through **1112**).

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

25. **Recommend** approval of the continuation of placement of the following Parent-Paid Tuition Students in the Manasquan High School for the 2020-2021 school year, at the annual tuition rate of \$8,308.00:
- | | |
|-----------------------------------|-----------------------------------|
| Student ID# 8004823794 – Grade 9 | Student ID# 2734184843 – Grade 11 |
| Student ID# 4770730041 – Grade 10 | Student ID# 5124571571 – Grade 11 |
| Student ID# 1942493917 – Grade 10 | Student ID# 5102746136 – Grade 11 |
| Student ID# 2634909987 – Grade 10 | Student ID# 5910992005 – Grade 12 |
| Student ID# 4073468733 – Grade 10 | Student ID# 5648660747 – Grade 12 |
| Student ID#1942493917 – Grade 10 | Student ID#1272477146 – Grade 12 |
| Student ID#9926497165 – Grade 10 | Student ID#9141277636 – Grade 11 |
26. **Recommend** approval of the acceptance of the following Parent-Paid Tuition students (K.K.) and (C.T.) in the 9th grade at the Manasquan High School, at an annual tuition rate of \$8,308.00 (*Student ID #'s to be determined at a later date*).
27. **Recommend** approval of the following Pay Applications from Thermal Piping, for the Manasquan High School Partial HVAC Replacement Project (attorney reviewed and approved):
- Pay Application #5, in the amount of \$631,789.10
 - Pay Application #6-rev, in the amount of \$1,328,389.51
28. **Recommend** approval of Thermal Piping Change Order 5R1, to provide additional fire alarm work, in the amount of \$424,433.00 as per **Document H**.
29. **Recommend** approval of the resolution increasing the bid threshold, as per **Document I**.
30. **Recommend** approval of the following Facility Requests for the 2020-2021 School Year and the submission to the County Office of Education, as per **Documents J (1) (2) (3)**:
- Renewal for Dual Use of Educational Space – E.S. Media Center / ESL Room
 - Renewal for Temporary Instruction Space – Weight Room
 - Renewal for Temporary Instruction Space – Manasquan First Aid Bldg. – Public Safety Academy
31. **Recommend** approval of the agreement between the Monmouth Ocean Educational Services Commission and the Manasquan Board of Education for School Nursing Services for the 2020-2021 school year, as per **Document K**.
32. **Recommend** approval of the resolution to renew our membership in the New Jersey Schools Insurance Group (NJSIG) to provide insurance coverage and risk management services, for the period of July 1, 2020 through July 1, 2023, as per **Document L**.
33. **Recommend** approval of the proposal from Suburban Consulting Engineers, Inc., to provide professional engineering and construction administration and observation services related to the proposed indoor practice facility at Manasquan High School, in the estimated fee of \$97,200, as per **Document M**, (pending attorney review).
34. **Recommend** authorization for the School Business Administrator to execute contracts for the 2020-2021 school year as follows, as per **Documents N(1) and N(2)**.
- Horizon Blue Cross Blue Shield of New Jersey
 - Medical, Prescription and Dental Plans
 - School Alliance Insurance Fund (SAIF)
 - Commercial Package and Errors & Omissions
 - New Jersey Schools Insurance Group (NJSIG)

- Workers Compensation and Excess Workers Compensation
- Selective
 - Bonds

Contracts will be reviewed and approved by the board solicitor prior to execution by the School Business Administrator. Please note: Competitive quotes for health, prescription and dental have been obtained by Brown & Brown. Competitive quotes for property & casualty, liability, workers comp. and student accident insurance have been obtained by Alliant/Boynton Insurance Services. Proposals are on file in the office of the School Business Administrator.

35. **Recommend** approval of the Service Contract with CPC Behavioral Healthcare for “return to school” evaluations for the 2020-2021 school year, as per **Document O.**
36. **Recommend** approval of the School Business Administrator/Board Secretary’s 2019-2020 Qualitative Merit Goal #1 focused on the adoption of an online software program to provide a facilities use program with full-scale implementation in Fall 2020.
37. **Recommend** approval of Educational Data Services, Inc., to provide the following New Jersey Cooperative Bid Maintenance Programs for the 2020-2021 school year with no increase in prices from last school year:
 - Licensing and Maintenance fee for 2020-2021 \$5,370.00
 - Cooperative Skilled Trades, Compliance Services and Ancillary bids for 2020-2021 \$2,000.00
38. **Recommend** approval to apply for the SY2021 Perkins Secondary Grant, in the amount of \$21,559.00.
39. **Recommend** approval to apply for the SY2020 CARES Emergency Relief Grant, in the amount of \$64,813.00.
40. **Recommend** approval of the Manasquan High School’s Membership in the New Jersey State Interscholastic Athletic Associations (NJSIAA) and the payment of \$2,500 in dues for the 2020-2021 school year, as per **Document P.**
41. **Recommend** approval for the Manasquan Board of Education to deposit current year surplus in Capital Reserve at year end not to exceed \$75,000.
42. **Recommend** approval for the Manasquan Board of Education to deposit current year surplus in Tuition Reserve at year end not to exceed \$75,000.
43. **Recommend** approval for the Manasquan Board of Education to deposit current year surplus in Maintenance Reserve at year end not to exceed \$75,000.
44. **Recommend** the approval of the transportation contract Renewal #3 of contract #17-18 Briggs for 2020-2021 Student Transportation – School Related Activities, with Briggs Transportation, Point Pleasant Beach, NJ, pursuant to N.J.S.A. 18A:39-3 with the maximum negotiated Consumer Price Index (CPI) of 1.45%, in the 2020-2021 estimated amount of \$22,188.74.
45. **Recommend** approval of the submission of the FY 2021 Pekins V Grant application submitted on June 19, 2020.
46. **Recommend** approval of the Security Dog Agreement between Timothy Clayton and the Manasquan School District, as per **Document Q.**
47. **Recommend** that the following transfers be made within the High School Central Fund accounts:

From Account	Amount	To Account	Amount
Academy of Info Tech	\$ 1,364.87	General Account	\$ 8,360.81
AP Account	\$ 1,199.75		
Clearing Account	\$ 738.00		
DECA	\$ 0.72		
Debate Team	\$ 148.05		
FBLA	\$ 1,465.68		
FCCLA	\$ 216.07		
Future Teacher	\$ 430.51		
Hurricane Sandy Disaster Relief	\$ 602.11		
Ag Schneider	\$ 1,179.60		
SOAR	\$ 425.70		
Vendor Donation	\$ 589.75		
Total	\$ 8,360.81	Total	\$ 8,360.81

48. **Recommend** approval to purchase instructional and administrative software titles, subscriptions and renewals as listed below for the 2020-2021 school year. These purchases do not have an applicable state contract and the purchase qualify as exempt as per N.J.S.A. 18A:18A-5(19).

Product/Title	Vendor	Amount
Blackboard Website Hosting	Blackboard	\$9,520.71
Canvas LMS	Instructure	\$10,262.00
Genesis Student Information System and Staff Management	Genesis Educational Services	\$20,518.00
Systems 3000 Accounting, Payroll, HR, & Employee Portal	Systems 3000	\$23,409.00 + approx. \$3,079.00 for Employee Portal

49. **Recommend** approval of the *revised* NJQSAC District Performance Review 2019-2020 School Year – Instruction and Program, as per **Document R**.
50. **Recommend** approval to authorize the Superintendent of Schools to hire staff members in between scheduled board meetings and prior to board of education approval.

Professional Days

51. **Recommend** approval of the **attendance** of staff members at conferences/workshops indicated below:
No Report for the Month

Student Action

Field Trips

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

Placement of Students on Home Instruction

53. **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: **No Report for the Month**

54. **Old Business/New Business**

55. **Executive Session**

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

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

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

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

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

- ___ 1. Confidential Matters per Statute or Court Order
- ___ 2. Impact Rights to Receive Federal Funds
- ___ 3. Unwarranted Invasion of Individual Privacy
- ___ 4. Collective Bargaining
- ___ 5. Acquisition of Real Property or Investment of Fund
- ___ 6. Public Safety Procedures
- ___ 7. Litigation or Contract Matters or Att./Client
- X 8. Personnel Matters (Hiring, Resignation, 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.

56. **Roll Call**

MANASQUAN

Personnel

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

MANASQUAN/SENDING DISTRICTS

Personnel

58. Recommend approval of the High School personnel as per **Document S.**

59. Adjournment

Motion to Adjourn