

**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  
September 15, 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 Ingolia (Brielle)	Alexis Pollock
Eugene Cattani	Todd Leonhardt (Sea Girt)	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 August 13, 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**

- **New Road Construction Project Update** – Presented by Robert Notley
- **1941 Manasquan High School Class Picture Donation on Behalf of Berneice Brown (Feimster)** – Received from the Vosilus Family

**10. Principals' Reports**

- Lower Elementary School (PK-4) – Colleen Graziano
- Upper Elementary School (5-8) – Megan Manetta
- 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 September 15, 2020 Agenda**

- **Education, Curriculum & Technology**
- **Personnel– To be Discussed in Executive Session- Agenda Items\***
- **Policy**
- **Policies for Revision-2<sup>nd</sup> Reading- Agenda Items \***
  - P1648.02 – Remote Learning Options for Families (New)
- **Finance**
  - Enrollment and Tuition
- **Buildings & Grounds/Facilities**
  - Elementary School Boiler

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

**Recommend approval of the following resolution to designate October 23<sup>rd</sup> through October 31<sup>st</sup> as “School Violence Awareness Week/Red Ribbon Weeks”**

**WHEREAS, the Manasquan Board of Education values the health and safety of all of our students, and;**

**WHEREAS**, substance abuse is particularly damaging to one of our most valuable resources, our children, and a contributing factor in the three leading causes of death for teenagers – accidents, homicides, and suicides, and;

**WHEREAS**, it is the goal of School Violence Awareness Week/Red Ribbon Weeks and the Manasquan School District to involve families, schools, businesses, churches, law enforcement agencies and service organizations in all aspects of this campaign and establishes an atmosphere that supports awareness, education and on-going initiatives to prevent illegal drug and alcohol use, and;

**WHEREAS**, the School Violence Awareness Week/Red Ribbon Weeks Campaign theme promotes family and individual responsibilities for living healthy, drug-free lifestyles, without illegal drugs and alcohol or the illegal use of drugs and alcohol, and;

**WHEREAS**, the Manasquan School District shall plan activities in conjunction with Red Ribbon Week Campaign which supports awareness, education and promoting a healthy lifestyle for the students and families of the Manasquan School District.

**NOW, THEREFORE, BE IT RESOLVED**, that Manasquan Board of Education does hereby proclaim October 19<sup>th</sup> to 31<sup>st</sup> 2020 as “Red Ribbon Week.”

- **School Violence Awareness Week** – Since 2003, schools and districts have been observing School Violence Awareness Week during the week beginning with the third Monday in October, which is October 19-23, 2020, as required by N.J.S.A. 18A:36-5.1. To help school districts, charter schools and approved private schools for students with disabilities comply with the requirements for School Violence Awareness Week, the New Jersey Department of Education (NJDOE) has provided guidance that is available online at: <http://www.nj.gov/education/students/safety/sandp/climate>
- **Week of Respect** – Additionally, the *Anti-Bullying Bill of Rights Act (P.L.2010, c122)* requires that the week beginning with the first Monday in October (October 5-9 in 2020) of each year be designated as a “Week of Respect” in New Jersey. School districts and charter schools (but not approved private schools for students with disabilities), in order to recognize the importance of character education, are required to observe the week by providing age-appropriate instruction focusing on preventing harassment, intimidation or bullying (HIB). Several resources were provided by the New Jersey Department of Education (NJDOE).
- **Enrollment– Document A**
  - **Total Enrollment as of September 9<sup>th</sup> – 1,550**
    - **High School – 1,015**
    - **Elementary School – 535**
- **Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– Document B (N/A)**  
**No Report for the Month**
- **HIB Monthly Report – Document C**
  - **High School: One Incident – 1 Not HIB**
  - **Elementary School: No Report for the Month**

- **Report of the Assistant Superintendent**
- **Report of the Director of Curriculum and Instruction**
- **Report of the Director of School Counseling Services**

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

**MANASQUAN**

**General Items**

15. **Recommend** acceptance of a Parent-Paid Tuition Student (SID# 9264236744) in the Integrated Preschool 3-year old Program in the Manasquan Elementary School, for the 2020-2021 school year, at the annual tuition rate of \$1,100.
16. **Recommend** acceptance of a Parent-Paid Tuition Student (J.D. - SID# to be determined) in the 3<sup>rd</sup> grade in the Manasquan Elementary School, for the 2020-2021 school year, at the annual tuition rate of \$8,308.
17. **Recommend** approval of the acceptance of the Digital Divide Grant, in the amount of \$50,787.00 to be used to increase the district's 1:1 program.
18. **Recommend** approval of the acceptance of the following Tuition Free Students of Staff Members, in accordance with the MEA/MBOE Negotiated Agreement, in the Manasquan Elementary School for the 2020-2021 school year:
  - Student ID# 9785601873 – Kindergarten
  - Student ID# 1810137644 – Kindergarten
  - Student ID# 9953245829 – Grade 2
  - Student ID# 1872839224 – Grade 2
  - Student ID# 4757827032 – Grade 2 (9/9/20 – 1/29/21)
  - Student ID# 4099342554 – Grade 4 (9/9/20 – 1/29/21)
  - Student ID# 294791 – Grade 4 (9/9/20 – 1/29/21)
  - Student ID# 7851307829 – Grade 4
19. **Recommend** approval of the continuation of placement of the following Tuition Free Students of Staff Members, in accordance with the MEA/MBOE Negotiated Agreement, in the Manasquan Elementary School for the 2020-2021 school year:
  - Student ID# 8914370595 – Grade 1
  - Student ID# 9928026984 – Grade 1
  - Student ID# 2266598600 – Grade 1
  - Student ID# 9145538828 – Grade 3
  - Student ID# 1977268868 – Grade 3
  - Student ID# 3770441278 – Grade 6

**Professional Days**

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

**Student Action**

**Field Trips**

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

**Placement of Students on Home Instruction**

22. **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**

23. **Recommend** approval of the 2020-2021 September – June Placements list that reflects tuition and transportation costs. (Transportation costs to be determined once routes are established), as per **Document 1.**

**Financials**

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

**MANASQUAN/SENDING DISTRICTS**

**General Items**

25. **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 **AUGUST 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, excluding debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,660,399.50** 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 **AUGUST 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 **AUGUST 31, 2020** per **Document D.** (The Treasurer of School Moneys Report for the month of **AUGUST, 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 **AUGUST 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 **2020-2021 budgets for AUGUST and SEPTEMBER** as recommended by the Superintendent of Schools, as per **Document D.**

**Purchase Orders** for the months of **SEPTEMBER 2020** be approved, as per **Document E.**

Recommend acceptance of the Cafeteria Report – Document F (N/A) –No Report for the Month

(C) **Be it Resolved:** that the **Bills (Current Expense)** in the amount of **\$1,501,166.81** for the month of **SEPTEMBER, 2020** be approved. Record of checks (**#46824 through #46899**), and distributions are on file in the Business Office.

**Be it Resolved:** that the **Bills (Capital Expense)** in the amount of **\$54,945.14** for the month of **SEPTEMBER, 2020** be approved. Record of checks (**#1149 through #1154**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **AUGUST, 2020** at **\$1,598,589.19** and checks (**#46743 through #46823**) and (**Capital Expense**) for **AUGUST, 2020** at **\$891,808.36** and checks (**#1134 through 1148**).

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

26. **Recommend** approval and acceptance of the proposal from McManimon-Scotland-Baumann, 75 Livingston Avenue, Roseland, NJ, for Bond Council Services, effective July 1, 2020 through June 30, 2021, as per fee schedule.
27. **Recommend** approval and acceptance of the proposal from Robert A. Hulsart and Company, 2807 Hurley Pond Road, Wall, NJ, for Auditing Services, effective July 1, 2020 through June 30, 2021, in the annual amount of \$13,750.00.
28. **Recommend** approval of payment of the following Pay Applications:
  - Thermal Piping – Pay Application 8-Rev – MHS HVAC/Fire Alarm Project \$745,624.18
  - Thermal Piping – Pay Application 9-Rev – MHS HVAC/Fire Alarm Project \$579,213.41
  - Nickerson Corp. – Pay Application 2 – MHS Gymnasium Renovations \$238,379.27
  - Nickerson Corp. – Pay Application 3 – MHS Gymnasium Renovations \$ 37,080.96
29. **Recommend** approval of the acceptance of the following Parent-Paid Tuition Student in the Manasquan High School for the 2020-2021 school year, at the annual tuition rate of \$8,308:
  - Grade 10 – Student ID# 4661105187
  - Grade 11 – Student ID# 224797
  - Grade 12 – Student ID# (to be determined) – M.N.
30. **Recommend** approval to rescind the continuation of placement of Student ID# 127477146, as a Parent-Paid Tuition Student in Grade 12 in the Manasquan High School for the 2020-2021 school year. Student has obtained residency in Manasquan.
31. **Recommend** approval of the adoption of the Procurement Procedures for School Food Authorities – Form 326, as per Document H.
32. **Recommend** approval of the second reading and adoption of the following policies and regulations, as per Document I:
  - P1648.02 – Remote Learning Options for Families (New)

33. Recommend approval of the following personnel evaluation rubrics for the 2020-2021 school year as per **Document J.**
- Manasquan Teacher Rubric
  - Manasquan Educational Services Personnel Rubric
  - Multidimensional Principal Performance Rubric
  - Multidimensional Leadership Performance Rubric (for school leaders other than principals)
  - Manasquan Non-Certificated Personnel Evaluation
34. **Recommend** approval of the Alliance for Competitive Telecommunications (ACT) Participation Agreement for Cooperative Purchasing of Telecommunication Services for the 2020-2021 school year, as per **Document K.**
35. **Recommend** approval of the *revised 2020-2021 School Year Calendar* as per **Document L.**
36. **Recommend** approval of a Capital Reserve withdrawal, in the amount of \$40,000, to cover the cost of repairing the breeching at the elementary school.

**Professional Days**

37. **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>
September 19, 2020	Rosa Russo	Online Webinars	Italian Activity Integration	No	Registration-\$35.00
October 20, 2020	James Fagen	Monmouth University	LGBTQ Inclusive Curriculum Conference	Yes	Registration - \$199.00
October 23-25, 2020	Melissa Galano	Virtual	National Dance Education Organization Conference	Yes	Registration - \$195.00
July 20-23, 2020	Joanne Lobosco	APSI Rutgers University Online	AP Training Human Geography	No	Registration - \$900.00
September 11, 2020 October 2, 2020 November 13, 2020 December 4, 2020 January 8, 2021 February 5, 2021 March 5, 2021 April 16, 2021 June 4, 2021	Richard Coppola	Monmouth County Curriculum Director Meetings	Curriculum and Instruction Updates	No	Mileage - \$4.24 cost per meeting

**Student Action**

**Field Trips**

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

**Placement of Students on Home Instruction**

39. **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**

40. **Old Business/New Business**

**41. 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 (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
- 7. Litigation or Contract Matters or Att./Client
- 8. Personnel Matters (Hiring, Leave of Absence, Resignation)
- 9. Imposition of Penalties Upon an Individual

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

**42. Roll Call**

**MANASQUAN**

**Personnel**

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

**MANASQUAN/SENDING DISTRICTS**

**Personnel**

**44. Recommend** approval of the High School personnel as per **Document M.**

**45. Adjournment**

Motion to Adjourn