

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
October 12, 2021
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	Eugene Cattani	Anne McGarry (Spring Lake Heights)
Donna Bossone	Terence Hoverter	Thomas Pellegrino
Martin Burns	Dennis Ingoglia (Brielle)	Alexis Pollock
Michele Cartaya (Lake Como)	Joseph Loffredo	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 September 21, 2021. 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

Oath of Office

- Lily Buerck
- Joy Nolan

9. Presentations

- High School Students of the Month– Erin Driscoll, Senior – Jonathan Kane, Junior – Chloe LaForge, Sophomore – Alyssa Forrester, Freshman
 - High School Teacher of the Month – Jill Santucci
 - Elementary School Student of the Month– Cindy Garcia
 - Elementary School Teacher of the Month– Jenny Rostron
 - Dynamic Learning Maps (DLM) - Presented by Suzanne Olimpio, Interim Director of Special Services
 - ACCESS Testing Results (English Language Learners) - Presented by Megan Manetta, MES Principal Grades 5-8/ESL Supervisor
- **Five Minute Break**

10. Principals' and Directors' Reports –

- Lower Elementary School (PK-4) – Jaclyn Puleio
- Upper Elementary School (5-8) – Megan Manetta
- High School – Robert Goodall
- Report of the Director of Curriculum and Instruction
- Report of the Director of School Counseling Services
- Report of the Interim Director of Special Services

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. In order to ensure all members of the public who wish to participate are afforded a timely and orderly opportunity to do so, the Board may not answer questions posed by those making comments. The Board may address questions posed during this period once all members of the public wishing to speak have done so. 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 October 12, 2021 Agenda (*Denotes Action Item on This Agenda)

- Education, Curriculum & Technology
- Personnel– To be Discussed in Executive Session*

Policy

- **Policies/Regulations for Adoption – 1st Reading ***
 - P 2425 – Emergency Virtual or Remote Instruction Program – M
 - P 1648.13 – School Employee Vaccination Requirements – M
 - P 5751 – Sexual Harassment of Students – M
 - R 5751 – Sexual Harassment of Students - M

- **Policies/Regulations for Adoption – 2nd Reading ***
 - P 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs - M
 - P 6115.02 – Federal Awards/Funds Internal Controls – Mandatory Disclosures – M
 - P 6115.03 – Federal Awards/Funds Internal Controls – Conflict of Interest – M

- **Policies/Regulations for Amendment ***
 - P 5111 – Eligibility of Resident/Nonresident Pupils – M
 - R 5111 – Eligibility of Resident/Nonresident Pupils – M
 - P 2422 – Comprehensive Health and Physical Education – M
 - P 2467 - Surrogate Parents and Resource Family Parents – M
 - P 5116 – Education of Homeless Children
 - P 7432 – Eye Protection - M
 - R 7432 – Eye Protection – M
 - P 8420 – Emergency and Crisis Situations – M
 - R 8420.1 – Fire and Fire Drills – M
 - P 8540 – School Nutrition Programs – M
 - P 8550 – Meal Charges/Outstanding Food Service Bill – M
 - P 8600 – Student Transportation – M
 - P 6311 – Contracts for Goods or Services Funded by Federal Grants – M

- **Finance***
 - Budget Plan of Action 2022-2023

- **Buildings & Grounds/Facilities***
 - Comprehensive Maintenance Plan and Form M-1

14. Superintendent’s Report & Information Items

- **Enrollment– Document A**
 - **Total Enrollment– 1,501**
 - **High School – 984**
 - **Elementary School – 517**

- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Reports, Suspensions & Tardy Reports– Document B**
 - **High School:**
 - **September 14th – Fire Drill**
 - **September 17th – Lockdown Drill**

 - **ABA/CLI Building:**
 - **September 14th – Fire Drill**
 - **September 21st – Lockdown Drill**

 - **Elementary School:**
 - **September 3, 2021 – Fire Drill**
 - **September 20, 2021 – Evacuation Drill**

- **High School Bus Evacuations: September 21, 2021**
 - **Routes – 9500, 9501, 7518, 7520, 7521, 7523, 7524, PQS7525, Brielle**
- **Elementary School Bus Evacuations: September 28, 2021**
 - **Routes – All Students**
- **HIB Monthly Report – Document C**
 - **High School: One Incident – 1 Not HIB**
 - **Elementary School: No Report for the Month**
- **Report of the Assistant Superintendent**

Recommend approval and acceptance of the Superintendent’s Report.

MANASQUAN
General Items

15. **Recommend** approval of Pay Application #1, from Down to Earth Landscaping, Inc., for the Manasquan Elementary School Athletic Field Improvements, in the amount of \$77,030.85 (attorney reviewed and approved).
16. **Recommend** approval of Dr. Richard Worth to conduct psychiatric assessment of Elementary School special education student # 5892249849 at a rate of \$650.00 per assessment/report.

Professional Days

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

Date	Name	Destination	Purpose	Sub	Cost
November 16, 2021	Jessica Woytowicz	Belmar	Math Professional Development	Yes	Mileage - \$2.66
October 12, 2021	Jessica Woytowicz	Avon	ELA Professional Development	Yes	Mileage - \$3.57
October 19, 2021	Christine Melfi	Spring Lake Heights	ELA and Math Professional Development	Yes	Mileage - \$1.12
October 5, 2021	Amelia Gliddon	Brielle	ELA Professional Development	Yes	None
November 23, 2021 January 20, 2022 March 16, 2022	Christine Melfi	Spring Lake Heights	ELA and Math Professional Development	Yes	Mileage - \$1.12
October 5, 2021	Desiree Niemasz	Brielle	ELA Professional Development	Yes	None
October 5, 2021	Taylor Ames	Brielle	ELA Professional Development	Yes	None
October 19, 2021	Alyse Leybovich	Spring Lake Heights	ELA Professional Development	Yes	None
October 12, 2021	Lauren Brown	Avon	ELA Professional Development	Yes	None
October 12, 2021	Donna Mead	Avon	ELA Professional Development	Yes	None

Student Action
Field Trips

18. **Recommend** approval of the field trips listed below: **None for the Month**

Placement of Students on Home Instruction

19. **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:
- | | | |
|-------------|---------|--|
| #7371210867 | Grade 3 | September 14, 2021 – November 14, 2021 (Medical) |
| #5701896858 | Grade 7 | October 1, 2021 – October 12, 2021 (Medical) |

Placement of Students Out of District

20. **Recommend** approval of the revised 2021-2022 External Placement list that reflects tuition costs and transportation cost, as per **Document 1**.

Financials

21. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending September, 2021 as per **Document 2**.

MANASQUAN/SENDING DISTRICTS

General Items

22. **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 **SEPTEMBER, 2021** 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: 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 **SEPTEMBER 30, 2021** 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 **SEPTEMBER 30, 2021** as per **Document D**. (The Treasurer of School Moneys Report for the month of **SEPTEMBER, 2021** 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 **SEPTEMBER 30, 2021**, 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 **2021-2022 budgets for SEPTEMBER and OCTOBER** as recommended by the Superintendent of Schools, as per **Document D**.

Purchase Orders for the months of **SEPTEMBER 2021** 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 **\$186,331.70** for the month of **OCTOBER, 2021** be approved. Record of checks (**#50424** through **#50468**), and distributions are on file in the Business Office.

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$1,750.00** for the month of **OCTOBER, 2021** be approved. Record of checks (**#1242** through **#1242**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **SEPTEMBER, 2021** at **\$3,023,045.17** and checks (**#50262** through **#50424**) and (**Capital Expense**) for **SEPTEMBER, 2021** at **\$23,695.13** and checks (**#1238** through **1241**).

Recommend acceptance of the following **High School Central Funds Report** for the month ending **SEPTEMBER 2021** as per **Document G.**

- 23. Recommend** approval of the **adoption** of the following policies and regulations (first reading), as per **Document H:**
- P 2425 – Emergency Virtual or Remote Instruction Program – M
 - P 5751 – Sexual Harassment of Students – M
 - R 5751 – Sexual Harassment of Students - M
- 24. Recommend** approval of the **adoption** of the following policies and regulations (second reading), as per **Document I:**
- P 6115.01 Federal Awards/Funds Internal Controls – Allowability of Costs - M
 - P 6115.02 – Federal Awards/Funds Internal Controls – Mandatory Disclosures – M
 - P 6115.03 – Federal Awards/Funds Internal Controls – Conflict of Interest – M
- 25. Recommend** approval of the **amendment** of the following policies and regulations (second reading), as per **Document J:**
- P 5111 – Eligibility of Resident/Nonresident Pupils – M
 - R 5111 – Eligibility of Resident/Nonresident Pupils – M
 - P 2422 – Comprehensive Health and Physical Education – M
 - P 2467 - Surrogate Parents and Resource Family Parents – M
 - P 5116 – Education of Homeless Children
 - P 7432 – Eye Protection - M
 - R 7432 – Eye Protection – M
 - P 8420 – Emergency and Crisis Situations – M
 - R 8420.1 – Fire and Fire Drills – M
 - P 8540 – School Nutrition Programs – M
 - P 8550 – Meal Charges/Outstanding Food Service Bill – M
 - P 8600 – Student Transportation – M
 - P 6311 – Contracts for Goods or Services Funded by Federal Grants – M
- 26. Recommend** approval of the amended 2021-2022 Shared Service Agreement between the Avon Board of Education and the Manasquan Board of Education for Child Study Team Services, in the yearly amount of \$24,569.25, as per **Document K** (previously approved on July 20, 2021)
- 27. Recommend** approval of the 2021-2022 Comprehensive Maintenance Plan Report, M-1 Form and the Health & Safety Evaluation of School Buildings Checklists, as per **Document L.**
- 28. Recommend** approval of the Plan of Action for the 2022-2023 School District budget, as per **Document M.**
- 29. Recommend** approval of the School Bus B.O.E. Lease Agreement with Direct Bus Rental and Leasing, LLC, for the rental of one (1) 54-passenger school bus for the 2021-2022 school year, in the monthly lease rate of \$2,300.00 (retroactively signed 10/1/21). Copy on file in the Board Office.

- 30. **Recommend** approval of Pay Application #2, from H&S Construction & Mechanical, Inc., for the Manasquan High School Multi-Purpose Athletic Facility, in the amount of \$50,014.30 (attorney reviewed and approved).
- 31. **Recommend** approval of the Emergency Virtual or Remote Instruction Program, as per **Document N**.
- 32. **Recommend** approval of the creation of a central fund account for the Science National Honor Society.
- 33. **Recommend** approval of the New Jersey Single Accountability Continuum (NJQSAC) District Performance Review for the 2021-2022 school year, as per **Document O**.
- 34. **Recommend** approval of the donations from the following businesses, to the Manasquan Schools Development Fund:

Ocean Pointe Realtors – Sea Girt	\$1,000
Feigus Office Furniture	\$1,000
McBride Awning	\$1,000
Berkshire Hathaway	\$1,000
Salt + Cedar Properties	\$1,000
Spring Lake-Brielle Rotary Club	\$1,000
Brown + Brown	\$1,000
Squan Family Dentistry	\$1,000
Main Street Kitchen	\$1,000
High Performance Foot and Ankle	\$1,000
Pig & Parrot	\$1,000
Dairy Queen	\$1,000
Miles Ahead Sports	\$1,000
Compass RE, Kilbride Cagnina Group	\$100

- 35. **Recommend** approval of advertisement banners to be displayed on campus as per **Document P**.
- 36. **Recommend** approval of On Board ABA, LLC, to provide in-home therapy for OOD student #9024185332. Per IEP program includes 6 hours per week of ABA home programming therapy at a rate of \$130 per hour and one hour per week of BCBA supervision at a rate of \$60 per hour. Not to exceed \$24,480.
- 37. **Recommend** approval of the acceptance of the donation in the amount of \$250.00 for the Manasquan High School Band from Robert J. Eirich, Manasquan resident.
- 38. **Recommend** approval of the submission of the American Rescue Plan – ESSER III Consolidated grant application (amended to include additional allocations and subgrants).

Professional Days

- 39. **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>
October 13, 2021	Peter Crawley	Forsgate Country Club Monroe Township	Genesis SchoolFi User Group Meeting	No	None
October 28, 2021	Brent Shibla	Online Workshop	AP Microeconomics Test Review	No	Registration - \$175.00
October 8, 2021	Andrew Bilodeau	Montgomery HS	Coaching Clinic	Yes	None
October 26-28, 2021	Matthew Hudson	Virtual Workshop	NJSBA Work Practices	No	Registration - \$450.00
October 28, 2021	Courtney Larkin	Virtual Workshop	Adobe MAX Training	Yes	None

**Student Action
Field Trips**

40. 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 Funds</u>
October 12, 2021 October 17, 2021 October 26, 2021 November 2, 2021	Jen Dyer Nicole Pichetto Shauna Corbett Kristen Stavak Declan Reichey Willim Bertscha	ABA Program	Lakewood Blue Claws Stadium	Work Based Learning	No	1 Bus - \$240.00	None
October 7, 2021 October 14, 2021 October 21, 2021 October 28, 2021	Jen Dyer Mitchell Albanese Shauna Corbett Kristen Stavak Declan Reichey Willim Bertscha Christina Yadlan Rebecca Connolly	ABA Program	Sea Girt Plaza	Work Based Learning	No	1 Bus - \$240.00	None
October 15, 2021	Jen Dyer Nicole Pichetto Jill Santucci	ABA Program with Peers Leaders	Main Street, Manasquan	Lunch with Fall Festivities	No	None	None
December 17, 2021	Jen Dyer Nicole Pichetto Jill Santucci	ABA Program with Peers Leaders	Main Street, Manasquan	Holiday Shopping with Lunch	No	None	None
October 14, 2021 October 28, 2021 November 11, 2021 December 2, 2021	John Driscoll Linda Hoeler Nurse - TBD	10 th Grade and Academy of Finance	Monmouth University	Financial Literacy Seminar	Yes - 3	1 Bus - \$300.00 each date	None
October 25, 2021 November 1, 2021 November 22, 2021 November 29, 2021 <i>(Dates subject to change with surgery schedule)</i>	Kevin Hyland	Emergency Clinical Care	Monmouth Regional Surgical Center	Observation of a Surgical Procedure	No	None	None

Placement of Students on Home Instruction

41. **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:

#9812614840

Grade 10

October 20, 2021 – October 31, 2021 (Medical)

42. **Old Business/New Business**

43. **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
- X 7. Litigation or Contract Matters or Att./Client (Policy 1648.13)
- 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.

44. **Roll Call**

MANASQUAN

Personnel

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

MANASQUAN/SENDING DISTRICTS

Personnel

46. **Recommend** approval of the High School personnel as per **Document Q.**

47. **Recommend** approval of the **adoption** of the following policies and regulations (first reading), as per **Document R:**

- P 1648.13 – School Employee Vaccination Requirements – M

48. **Adjournment**

Motion to Adjourn.