

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
April 28, 2022
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 | Rebecca Herbert (Belmar) | Thomas Pellegrino |
| Donna Bossone | Terence Hoverter | Alexis Pollock |
| Martin Burns | Matthew Johnson (Avon) | Alfred Sorino |
| Eugene Cattani | Joseph Loffredo | Tedd Vitale (Brielle) |

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 the Closed Executive Session of March 22, 2022. 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

9. Presentations

- **High School Students of the Month** – Bridget Brennan, Senior – Rebecca Curran, Junior – Trey Morgan, Sophomore – Kelly Mulligan, Freshman
- **High School Teacher of the Month** – Eric Wasnesky
- **Elementary School Student of the Month** – Hannah Bateman
- **Elementary School Teacher of the Month** – Oriana Kopec
- **MHS Swim Team**
 - Girls Swim Team
 - Boys Swim Team
- **Five Minute Break**
- **Public Hearing on the 2022-2023 School District Budget** – Presented by Dr. Frank Kasyan, Superintendent of Schools, Dr. Pete Crawley, School Business Administrator
- **Fieldhouse Project Update** – Presented by Robert Notley, New Road Construction Management

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 April 28, 2022 Agenda (*Denotes Action Item on This Agenda)

- **Education, Curriculum & Technology***

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

Policy

- **Policies/Regulations for Adoption – 1st Reading ***
 - R 7510 – Use of School Facilities/Fields
- **Finance***
- **Buildings & Grounds/Facilities**

14. Superintendent’s Report & Information Items

- **Enrollment– Document A**
 - **Total Enrollment– 1,500**
 - **High School – 983**
 - **Elementary School – 517**
- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Reports, Suspensions & Tardy Reports– Document B**
 - **High School:**
 - **March 7th – Evacuation Drill**
 - **March 8th – Fire Drill**
 - **ABA/CLI Building:**
 - **March 7th – Evacuation Drill**
 - **March 8th – Fire Drill**
 - **Elementary School:**
 - **March 3rd – Non Active Shooter Drill**
 - **March 22nd – Fire Drill**
- **HIB Monthly Report – Document C**
 - **High School: Two Incidents – 1 Confirmed HIB, 1 Not HIB**
 - **Elementary School: Two Incidents – 2 Not HIB**
- **Report of the Assistant Superintendent**

Recommend approval and acceptance of the Superintendent’s Report.

MANASQUAN

General Items

- 15. Recommend** approval for Dr. Steven Greco of NRS Lifespan to conduct a Neurodevelopment consultation and evaluation of student #8023954961, rate not to exceed \$2,400.00. (previously approved on February 8, 2022 for just a consultation)
- 16. Recommend** approval of the acceptance of a Tuition Free Student of Staff Member, (L.R. – Student ID to be determined), in accordance with the MEA/MBOE Negotiated Agreement, in the Kindergarten at Manasquan Elementary School, for the 2022-2023 school year.

17. **Recommend** approval of the acceptance of a Parent-Paid Tuition Student (J.M. – Student ID to be determined, in the 8th grade at the Manasquan Elementary School, for the 2022-2023 school year, at an annual tuition rate of \$8,847.00.

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> |
|---|--------------------|-----------------------------|--------------------------------------|------------|--|
| April 26, 2022 May 4, 2022 May 10, 2022 | Christin Walsh | Sending Districts | Coordinated Professional Development | No | None |
| May 2, 2022 | Thomas Russoniello | Brookdale Community College | Curriculum Writing Workshop | Yes | Mileage - \$6.65 |
| May 2, 2022 | Carmen Rodriguez | Brookdale Community College | Curriculum Writing Workshop | Yes | None |
| May 2, 2022 | Luke Akins | Brookdale Community College | Curriculum Writing Workshop | Yes | Mileage - \$6.30 |
| April 29, 2022 | Margaret Ciufu | Neptune | CPR, First Aid Renewal | Yes | Mileage - \$3.08 Registration - \$85.00 |

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 Funds</u> |
|--|---|----------------|-----------------------------|---|------------|--------------------------|--------------------|
| April 29, 2022 | Katie Kappy Suzanne Deegan Cynthis Kirk Carmen Rodriguez Kali Sullivan | Grade 1 | Manasquan Police Department | Tour and Information on the Police Department | No | None | None |
| May 5, 2022 | Christine Melfi Alyse Leybovich Sandra Hill Patricia Triggiano Autumn Sterner Kim Murin Nicole Peters | Grade K | Manasquan Public Library | Tour and Learn About Library Resources | No | None | None |
| May 20, 2022 or May 27, 2022 TBD | Eric Clark Sarah Gordon Deborah Kehoe | Band and Choir | I-Play America in Freehold | End of Year Celebration | Yes - 3 | None | Student Funds |

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: **None for the Month**

Placement of Students Out of District

Recommend approval of the revised External Placement list that reflects both tuition and transportation costs for the 2021-2022 school year. **No Report for the Month**

Financials

22. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending **March, 2022 as per Document 1.**

MANASQUAN/SENDING DISTRICTS

General Items

Secretary's Report/Financials

23. **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 **MARCH, 2022** 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 **MARCH 31, 2022** 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 **MARCH 31, 2022** as per **Document D.** (The Treasurer of School Moneys Report for the month of **MARCH, 2022** 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 **MARCH 31, 2022**, 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 MARCH and APRIL** as recommended by the Superintendent of Schools, as per **Document D.**

Purchase Orders for the months of **MARCH 2022** 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 **\$1,696,840.03** for the month of **APRIL, 2022** be approved. Record of checks (**#51297** through **#51362**), and distributions are on file in the Business Office.

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$0.00** for the month of **APRIL, 2022** be approved. Record of checks (**#** through **#**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **MARCH, 2022** at **\$3,760,954.78** and checks (**#51170** through **#51296**) and **(Capital Expense)** for **MARCH, 2022** at **\$81,062.03** and checks (**#1258** through **#1258**).

Recommend acceptance of the following **High School Central Funds Report** for the month ending **MARCH 2022** as per **Document G.**

Adoption of 2022-23 Budget

24. **Recommend approval** of the adoption of the final 2022-23 School District budget as listed below and as per the advertised budget **Document H:**

BE IT RESOLVED that the final budget be approved for the 2022-2023 school year using the 2022-2023 state aid figures and the Secretary to the Board of Education be authorized to submit the following final budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

| | <u>GENERAL FUND</u> | <u>SPECIAL REVENUES</u> | <u>DEBT SERVICE</u> | <u>TOTAL</u> |
|-------------------------------------|--------------------------------|------------------------------------|--------------------------------|---------------------|
| 2022-2023 Total Expenditures | \$31,290,542 | \$341,766 | \$1,711,863 | \$33,344,171 |
| Less: Anticipated Revenues | \$14,585,298 | \$341,766 | \$ 311,063 | \$15,238,127 |
| Taxes to be Raised | \$16,705,244 | \$ -0- | \$1,400,800 | \$18,106,044 |

25. Recommend approval of the acceptance of the following Parent-Paid Tuition students in the Manasquan High School for the 2022-2023 school year, at the annual tuition rate of \$8,847.00:

- M.P. – Student ID# to be determined Grade 9
- S.H. – Student ID to be determined Grade 12

26. Recommend approval of the following Pay Applications from H&S Construction & Mechanical, Inc., for the Manasquan High School Multi-Purpose Facility project (attorney reviewed and approved):

- Pay Application #8 – in the amount of \$31,252.18
- Pay Application #9 – in the amount of \$66,589.77

27. Recommend approval of the Senior Photography Contract with Lors Photography for the following school years: 2022-2023 and 2023-2024, as per **Document I**.

28. Recommend approval of the Contract for School Nursing Services between Monmouth Ocean Educational Services Commission and the Manasquan Board of Education, for the 2022-2023 school year, as per **Document J**.

29. Recommend approval of the submission of the ARP Homeless II Consolidated grant application.

30. Recommend approval of the acceptance of the New Jersey Insurance Group 2022 Safety Grant, in the amount of \$10,629. These funds will be used to partially fund the salaries of the district security guards.

31. Recommend approval of the 2022 Pre-Paid Agreement with Six Flags Great Adventure LLC, for the Manasquan High School senior class trip on Wednesday, June 1, 2022, as per attached **Document K** (attorney reviewed and approved).

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

- R 7510 – Use of School Facilities/Fields

33. Recommend approval of the adoption of following job descriptions, as per **Document M**:

- District Mechanic/Maintenance Technician
- Facilities Use Coordinator

34. Recommend approval of the Amendment to E-rate Consulting Services Contract between Manasquan School District and E-Rate Partners, LLC for services related to the Emergency Connectivity Fund Window 3 (ECF-3) application, as per **Document N**.

35. Recommend approval of the following Services Agreement Renewals with Frontline Education for the 2022-2023 through 2024-2025 school years, as per **Document O(1) and O(2)**:

- Frontline Education RTI, IEP and 504 Program Management, in the amount of \$18,651.86
- Frontline Education Absence & Substitute Management & Applicant Tracking, in the amount of \$15,471.04

Professional Days

36. 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> |
|-------------------------|-----------------|-----------------------------|---------------------------------|------------|--|
| May 19, 2022 | Sandra Freeman | Mt. Laurel | NJASBO Workshop | No | Registration: \$100 Mileage: \$41.44 |
| June 13 – July 24, 2022 | Melissa Galano | Virtual Course | Dance Stagecraft and Production | No | Registration - \$295.00 Membership - \$115.00 |
| May 4, 2022 | Margaret Polak | Brookdale Community College | Curriculum Writing | No | Mileage - \$12.67 |
| June 1, 2022 | Christine Rice | New Brunswick | NJTESOL Conference | Yes | Mileage - \$12.92 Registration - \$234.00 |
| April 29, 2022 | Christina Virok | Virtual Conference | FLENJ Conference | Yes | Registration - \$65.00 |
| March 16-23, 2022 | Lisa Crowning | Virtual Workshop | AP Workshop | No | Registration - \$175.00 |
| March 29, 2022 | Andrew Bilodeau | Montgomery HS | NJSIAA | Yes | None |

Student Action

Field Trips

37. 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> |
|----------------|---|----------------|------------------------------|--|------------|--------------------------|--------------------|
| April 1, 2022 | Nicole Pichetto William Bertscha Rebecca Connolly Jackie Wheeler Declan Reichey Kristen Stavac Mitchell Albanese Noreen Delaney Shauna Corbet | ABA Program | Brick Shopping Plaza | Leisure Activities and Lunch Outing | No | Bus - \$240.00 | ABA Funds |
| April 8, 2022 | Nicole Pichetto William Bertscha Rebecca Connolly Jackie Wheeler Declan Reichey Kristen Stavac Mitchell Albanese Noreen Delaney Shauna Corbet | ABA Program | Alpaca Farm in Wall Township | Farm Animal Care and Job Details | No | Bus - \$240.00 | ABA Funds |
| April 29, 2022 | Nicole Pichetto William Bertscha Rebecca Connolly Jackie Wheeler Declan Reichey Kristen Stavac Mitchell Albanese Noreen Delaney Shauna Corbet | ABA Program | No Limits Café in Red Bank | Experience Workforce of Employees with Special Needs | No | Bus - \$240.00 | ABA Funds |

| | | | | | | | |
|------------------|---|--------------------------|--------------------------|--|----------|---|-----------|
| May 4, 2022 | Nicole Pichetto William Bertscha Rebecca Connolly Jackie Wheeler Declan Reichey Kristen Stavac Mitchell Albanese Noreen Delaney Shauna Corbet | ABA Program | Lakewood Blue Claws Game | Work at a Game with Worksite Mentors | No | Bus - \$240.00 | ABA Funds |
| May 4, 2022 | John Driscoll Linda Hoeler Nurse - TBD | Academy of Finance | Monmouth University | Meet with Monmouth University School of Business | Yes - 3 | Bus - \$350.00 | None |
| June 10, 2022 | Jill Santucci Amy Certo | Grades 9-12 participants | Manasquan | NJ Law Enforcement Run | Yes - 1 | None | None |
| May 24, 2022 | Jill Santucci Anthony Cinelli Harmony Schwier Liz Rudder Leigh Busco Nurse – TBD | Peer Leadership | Neptune | Team Building with Peers | Yes – 1 | 2 Buses – \$600.00 total | None |
| May 18, 2022 | Jill Santucci | Peer Leadership | Brielle | Peers Leaders Meeting with 8 th Graders | Yes – 1 | 1 Bus - \$350.00 | None |
| May 4, 2022 | Ryan Wiemken | Jazz Band | Monmouth Regional HS | All Shore Jazz Festival | No | 1 Bus - \$350.00 | None |
| June 1, 2022 | Meredith Heeter Jamie Onorato David Hallion Ryan Basaman Meghan Hillman Barbara Buckley Jodi Witt Zachary Savacool Heidi Hodnett Richard (RJ) Read Marisa Marco Christopher Craig Nurse - TBD | Senior Class | Six Flags in Jackson | Senior Class Trip | Yes - 10 | 3 Buses – \$1,000.00 Total | None |
| June 15-21, 2022 | Joseph LaCarrubba Jeffrey Hoffman Margaret Polak | Surf Team | California | NSSA Interscholastic National Championship | Yes - 2 | Meals and Incidentals - \$425.50 (M. Polak) | None |

Placement of Students on Home Instruction

38. 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:

- | | | |
|-------------|----------|--|
| #2174796393 | Grade 9 | March 10, 2022 – March 16, 2022 (Administrative) |
| #7625201955 | Grade 9 | March 21, 2022 – April 21, 2022 (Medical) |
| #7517904435 | Grade 10 | March 24, 2022 – April 24, 2022 (Medical) |
| #3448321108 | Grade 11 | April 8, 2022 – May 8, 2022 (Medical) |

39. Old Business/New Business

40. 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
- 8. Personnel Matters (Hiring, Leave of Absence, Resignations, Draft Rehire List)
- 9. Imposition of Penalties Upon an Individual

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

41. Roll Call

MANASQUAN

Personnel

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

MANASQUAN/SENDING DISTRICTS

Personnel

43. Recommend approval of the High School personnel as per **Document P.**

44. Adjournment

Motion to Adjourn.