

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
November 21, 2023
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 being held on Tuesday, November 21, 2023, 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	Michael Moran (Spring Lake)
Donna Bossone	Terence Hoverter	Thomas Pellegrino
Martin Burns	Joseph Loffredo	Alexis Pollock
James Carey (Spring Lake Heights)	Joseph Milancewich (Brielle)	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 October 17, 2023. 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. Special Reports

- Traffic Plan Update – Presented by Timothy Clayton
- Tardiness Policy Updates – Presented by Robert Goodall

9. Student Board Representative Report

10. Presentations

- **High School Students of the Month** – Charlotte Stroff, Senior – Ava Blumenstock, Junior – John Poland, Sophomore – Charlotte Michko, Sophomore – Mei Lian Lee, Freshman
- **High School Teacher of the Month** – Ryan Critelli
- **Elementary School Student of the Month** – Grace McLoughlin
- **Elementary School Teacher of the Month** – Andrea Trischitta
- **MHS Girls Tennis Team** – B North Division Champions
- **MHS Field Hockey Team** – B Central Division Champions

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 November 21, 2023 Agenda (*Denotes Action Item on This Agenda)

- **Education, Curriculum & Technology**
 - **School Safety and Security Plan – Changes to 2023-2024 Plan**
 - Table of contents to reflect pages changed due to updates.
 - Active students in both high school and elementary school to reflect enrollment.
 - Policy 7440- School District Security (pg. 27) updated
 - Policy 7243- Supervision of construction (pg.30) updated
 - Policy 8600- Student Transportation (pg. 31) updated
 - Policy 5512- Harassment, Intimidation and Bullying (pg.45) updated
 - Added Section IV. Emergency Management Guides (This was part of section III in past plans) (pg. 98)

- **2019-2024 Strategic Planning**
 - Goal #1: Communications – Jesse Place
 - Goal #2: Facilities – Pete Crawley, Tara Lobel, and Matthew Hudson
 - Goal #3: Instruction and Program – Rick Coppola, Robert Goodall, Megan Manetta, and Jackie Puleio
 - Goal #4: School Culture and Climate – Lesley Kenney and Robert Goodall
 - Goal #5: Safety and Security – Tim Clayton
- **Personnel– To be Discussed in Executive Session***
- **Policy***
 - 1st Reading***
 - Program***
 - 2270 P – Religion in the Schools (Revised)
 - Teaching Staff***
 - 3161 P – Examination for Cause (Revised by Replacement)
 - 3212 P & R – Attendance (M) (Revised)
 - 3324 P – Right of Privacy (Revised)
 - Support Staff***
 - 4161 P – Examination for Cause (Revised by Replacement)
 - 4212 P – Attendance (M) (Revised)
 - 4212 R – Attendance (M) (New)
 - 4324 P – Right of Privacy (Revised)
 - Students***
 - 5116 P & R – Education of Homeless Children and Youths (Revised)
 - 5240 R – Tardiness (Revised)
 - Operations***
 - 8500 P – Food Services (M) (Revised)
 - 2nd Reading***
 - Administration***
 - 1641.01 R – Sick Leave (Revised)
 - Abolishment***
 - 4211 R – Support Staff Attendance
 - 5460.02 P & R – Bridge Year Pilot Program
 - 8540 P – School Nutrition Programs
 - 8550 P – Meal Charges/Outstanding Food Service Bill
 - **Finance**
 - **Buildings & Grounds/Facilities**

14. Superintendent's Report & Information Items

- **Enrollment– Document A**
 - **Total Enrollment – 1,450**
 - **High School – 948**
 - **Elementary School – 502**
- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Reports, Suspensions & Tardy Reports– Document B**
 - **High School/CLI:**
 - **October 4th – Fire Drill**
 - **October 26th – Evacuation Drill**
 - **Elementary School:**
 - **October 3rd – Shelter in Place Drill**
 - **October 13th – Fire Drill**
- **HIB Monthly Report – Document C**
 - **High School: No Report for the Month**
 - **Elementary School: Two Incidents, Two Not HIB**
- **Report of the Assistant Superintendent**

Recommend approval and acceptance of the Superintendent's Report.

MANASQUAN

General Items

15. **Recommend** approval of the 2023-2024 Transportation Jointure with the Point Pleasant Beach Board of Education, for transportation of Student ID# 9024185332 and Student ID# 5128030635 to Hawkswood School, September 2023 through June 2024, in the annual amount of \$46,305.00.
16. **Recommend** approval of the out of district placement of the following Manasquan Board of Education students to attend East Brunswick Public Schools for the 2023-2024 school year, Student ID# 7805962874 in the amount of \$19,783.20 and Student ID# 9252116822 in the amount of \$19,306.80 (includes transportation), in accordance with the McKinney-Vento Homeless Assistance Act.
17. **Recommend** approval of Dr. Rajeswari Muthuswamy to conduct psychiatric assessment of Elementary School special education student #5656701585 at a rate of \$575 per assessment/evaluation.

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>
February 22, 23, 24, 2024	Eric Clark	Atlantic City	NJMEA Conference	Yes	Mileage - \$197.40 Registration - \$380.00

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>
December 15, 2023	Tom Russoniello Julie Temple Carrie Eastmond Julie Rieth Amelia Gliddon Brennan Gordon Jamiee McMullen Taylor Ames	Grade - 6	Algonquin Theater	Theatrical Performance	No	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

21. **Recommend** approval of the revised 2023-2024 External Placement list that reflects tuition costs and transportation cost, as per **Document 1**.

Financials

22. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending **OCTOBER 2023** as per **Document 2**.

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 **OCTOBER 2023** 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 **\$3,575,131.00** 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 **OCTOBER 30, 2023** 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 **OCTOBER 30, 2023** as per **Document D**. (The Treasurer of School Moneys Report for the months of **OCTOBER 2023** 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 **OCTOBER 30, 2023**, 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 **2023-2024 budget for OCTOBER and NOVEMBER** as recommended by the Superintendent of Schools, as per **Document D.**

Purchase Orders for the month of **OCTOBER 2023** 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 **\$354,918.95** for the month of **NOVEMBER, 2023** be approved. Record of checks (**#54333** through **#54385**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **OCTOBER, 2023** at **\$3,568,848.04** and checks (**#54159** through **#54332**).

24. **Recommend acceptance** of the following **High School Central Funds Report** for the month ending **OCTOBER 2023** as per **Document G.**
25. **Recommend** approval of the 2024 Board of Education meeting dates, as per **Document H.**
26. **Recommend** approval of the acceptance of the following Tuition Free Student of Staff Members, in accordance with the MES/MBOE Negotiated Agreement, in the Manasquan High School, for the 2023-2024 school year:
Student ID# 4837298022 – Grade 12 (H.S.)
Student ID# 9497627639 – Grade 9 (W.S.)
27. **Recommend** approval of the **adoption** of the following regulation (first reading), as per **Document I:**
 - 4212 R – Attendance (M)
28. **Recommend** approval of the **amendment** of the following policies and regulations (first reading), as per **Document J :**
 - 2270 P – Religion in the Schools
 - 3161 P – Examination for Cause (*Revised by Replacement*)
 - 3212 P & R – Attendance (M)
 - 3324 P – Right of Privacy
 - 4161 P – Examination for Cause (*Revised by Replacement*)
 - 4212 P – Attendance (M)
 - 4324 P – Right of Privacy
 - 5116 P & R – Education of Homeless Children and Youths
 - 5240 R – Tardiness
 - 8500 P – Food Services (M)
29. **Recommend** approval of the amendment of the following policies and regulations (second reading), as per **Document K:**
 - 1641.01 R – Sick Leave

30. Recommend approval of the **abolishment** of the following policies and regulations:

- 4211 R – Support Staff Attendance
- 5460.02 P & R – Bridge Year Pilot Program
- 8540 P – School Nutrition Programs
- 8550 P – Meal Charges/Outstanding Food Service Bill

31. Recommend approval of the creation of a central fund account for Welcome Warriors.

32. WHEREAS, The Manasquan Board of Education has provided the adequate public notice and public hearing, consistent with the terms of NJSA 18A:11-11 in order to alter/amend the terms of the Employment Agreement for the Superintendent of Schools; and

Recommend approval of the addendum to the agreement between the Manasquan Board of Education and Dr. Frank Kasyan originally approved on May 11, 2021, as advertised in the Star Ledger on October 20, 2023, and consistent with the approval of the Executive County Superintendent of Schools.

33. Recommend approval of the *revised* settlement agreement between the Manasquan Public School District and student # 3746840862, originally approved on October, 17, 2023, on file in the Board of Education Office.

34. Recommend approval of the settlement agreement between the Manasquan Public School District and student #5890294611 on file in the Board of Education Office.

35. Recommend approval of the service/maintenance contract with Ricoh effective January 1, 2024 through December 31, 2028 in the amount of \$281.40 per month including 31,000 black and white prints per month with overages charged at \$.0042 per print and 3,600 color copies with overages charged at \$.042 per print for the following copiers:

Model	Serial Number
MP 3055SPG	C307G300030
MP 3055SPG	C307G300211
MP 4-55SPG	C327BB00165
MPC 4503G	E177G700005

36. Recommend approval of the 60-month \$1 Buyout lease agreement with Ricoh, pursuant to the terms and conditions of NJ State Contract #M2075-24-FOOD-52426, for two (2) Ricoh PRO 8300 printers without booklet finisher and one (1) Ricoh PRO 8300 with booklet finishers for a total of three (3) copiers at the rate of \$2,183.71 per month beginning January 1, 2024 and ending December 31, 2028. Monthly payment includes Kofax Control Suite Printer and Print and Capture Software, and 225,000 black and white prints per month with overages charged at \$.004 per print.

Professional Days

37. 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>
November 29, 2023	Nicholas Bock James Egan Jesse Place	Somerset, NJ	Modernizing Your Education Endpoints	No	Mileage - \$45.87 Tolls - \$5.00 (est.) (cost per traveler)
November 30, 2023	Timothy Clayton	Freehold	Threat Assessment Training	No	None

December 26-31, 2023	Donald Bramley	Tampa	Girl Basketball Tournament	No	Airfare - \$650.00 Transportation - \$600.00 Hotel - \$1200.00 Meals - \$379.50
November 16, 2023	Melissa Galano	Toms River	Fall Dance Workshop	Yes	Registration - \$28.00
November 15, 2023	Margaret Polak Meredith Heeter	Brookdale Community College	ELA Curriculum Updates	Yes – 1	Mileage - \$17.30 (cost per traveler)
March 19, 2024	Claire Kozic	Monmouth Mall	AI Hands-on Workshop for Educators	Yes	Mileage - \$4.80 Registration - \$100.00
December 15-18, 2023	Melissa Galano	Baltimore, MD	IB Training	Yes	Mileage - \$170.14 Registration - \$744.00 Hotel - \$490.00 Tolls - \$34.86 Parking - \$196.00 Meals/Incidentals-\$214.50
January 24-26, 2024	Dr. Frank Kasyan Nicholas Bock Jesse Place Frank Scott	Atlantic City, NJ	NJASA Techspo	No	Registration \$540.00 Hotel \$234.44 Mileage \$68.81 Tolls/Parking \$25.00 M&IE \$147.50 (costs per attendee)
January 24, 2024	James Egan	Atlantic City, NJ	NJASA Techspo	No	Registration \$345.00 Mileage \$68.81 Tolls/Parking \$25.00

Student Action Field Trips

38. 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>
2023-2024 Monthly	Courtney Larkin	Photography Class	Tour of Manasquan Town	Photographs in Various Town Locations	No	None	None
November 28, 2023 February 28, 2024 April 25, 2024	Madison Schille Autumn Sterner	Choir Students	Point Pleasant Borough HS	Collaboration with PPBHS Students	Yes - 1	District Bus (\$55.00 per hour)	None
January 13, 14, 2024	Madison Schille Brianna Badami	Theater Students	Robbinsville HS	NJ State Thespian Festival	No	1 Bus - \$354.00 each date	None
December 1, 8, 2023	Lisa Crowning	Academic Team	Biotech High School	Academic Team Bowl Competition	No	Bus - \$300.00	None
December 21, 2023	Claire Kozic Eric Wasnesky Chryseis McHugh	Academy of Health Careers	Rutgers University	Cadaver Lab Experience	Yes – 3	District Bus (\$55.00 per hour)	None
January 12, 2024 February 9, 23, 2024 March 8, 15, 2024	Kim Murin Liz Walling Kelly Balon Emily DiPuma Melissa Hernandez Jenna Platten Kim Sulat Jackie Wheeler Colin Heinley Melinda Garrison	ABA Program	Planet Fitness - Wall	Option 2PE/CBI Goal	No	District Bus (\$55.00 per hour)	None

March 22, 2024	Kimberly Murin Liz Walling Kristen Minutoli Emily DiPuma Melissa Hernandez Jenna Platten Jackie Wheeler Kim Sulat Colin Heinley Melinda Garrison Jeanne Walsh Lisa Frye Noreen Delaney Kelly Cosgrove Cynthia Fleming Kim Sanders	ABA Program	Planet Fitness and No Limits Cafe	Community Based Instruction	No	District Bus (\$55.00 per hour)	None
January 5, 2024 February 2, 2024 March 1, 2024 April 12, 2024 May 3, 2024	Kim Murin Liz Walling Kelly Balon Emily DiPuma Melissa Hernandez Jenna Platten Kim Sulat Jackie Wheeler Colin Heinley Melinda Garrison	ABA Program	Planet Fitness – Wall and Manasquan Music	Option 2PE/CBI Goal	No	District Bus (\$55.00 per hour)	None
December 7, 2023	John Driscoll Linda Hoeler Bob Waldeyer Lorraine Koenig Nurse - TBD	Academy of Finance Students	New York City	Tour of NYC and Federal Reserve	Yes – 5	Bus - \$2,090.73 (grant funded)	None
December 8, 2023	Eva Szakal	Band Students	Algonquin Theater	Sound Reinforcement Workshop	No	None	None
December 15, 2023	Eva Szakal Melissa Galano Christine Rice Nurse - TBD	Choir and Band Students	Algonquin Theater	Christmas Carol Show	Yes – 4	None	None
December 6, 2023	Chryseis McHugh Eric Wasnesky	Grades 10- 12	Holmdel	Participation in a Forensics Based Escape Room	Yes - 2	District Bus (\$55.00 per hour)	None

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:

#7625201955 **Grade 11** **November 5, 2023 – December 5, 2023 (Medical)**
#5142575422 **Grade 11** **November 6, 2023 – December 6, 2023 (Medical)**
#7782521194 **Grade 10** **November 6, 2023 – December 6, 2023 (Medical)**
#5705503520 **Grade 11** **October 25, 2023 – November 25, 2023 (Medical)**

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
- ☐ 2. Impact Rights to Receive Federal Funds
- ☐ 3. Unwarranted Invasion of Individual Privacy
- ☒ 4. Collective Bargaining (MAA Negotiations)
- ☐ 5. Acquisition of Real Property or Investment of Fund
- ☒ 6. Public Safety Procedures (School Safety and Security Plan)
- ☒ 7. Litigation or Contract Matters or Att./Client (Litigation)
- ☒ 8. Personnel Matters (Hiring, Resignation, Leave of Absence, Employee Performance)
- ☐ 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 L.**

- 45. Recommend** approval to ratify the Memorandum of Agreement between the Manasquan Board of Education and the Manasquan Administrator's Association and salary guides, as per **Document M.**

- 46. Recommend** approval of the School Safety and Security Plan updated as of November 16, 2023.

47. Adjournment

Motion to Adjourn.