

**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  
February 6, 2024  
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, February 6, 2024, 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. Oath of Office**

- Kimberly Chek (Belmar)

**5. Roll Call**

Bruce Bolderman  
Donna Bossone  
Martin Burns  
Eugene Cattani

Kimberly Chek (Belmar)  
William Dibble  
Joseph Loffredo  
Joseph Milancewich (Brielle)

Brendan O'Reilly (Sea Girt)  
Thomas Pellegrino  
Alexis Pollock  
Alfred Sorino

**6. 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.

**7. 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.

**8. Presentations**

- **High School Students of the Month**
  - **Freshman – Dylan Theilen**
  - **Sophomore – Abnel Roman-Del Rio**
  - **Junior – Tess O'Reilly**
  - **Senior – Megan Spears**

- **High School Teacher of the Month – Melissa Galano**
- **Elementary School Student of the Month – Caitlin Young**
- **Elementary School Teacher of the Month – Deborah Kehoe**
- **MHS Girls Soccer**
  - B-North Division Champions
  - Shore Conference Tournament Semi-Finalist
  - State Tournament Semi-Finalist
- **MHS Boys Soccer**
  - B-North Division Co-Champions
  - Shore Conference Tournament Semi-Finalist
  - State Tournament Sectional Finalist – Central Jersey Group 2
- **MHS Football Coach Recognition - 600 Wins**

## **9. 2023-2024 District Goal Reports**

- **Goal 1: Curriculum Program – Rick Coppola**  
The Manasquan Board of Education in collaboration with the Manasquan High School administrators, teachers and guidance staff, will launch the International Baccalaureate programme with the goal of offering courses beginning in the following school year. In 2023-2024, all staff will receive professional development in the project-based learning pedagogy called for in the program and will have developed a unified vision of what excellent instruction is and how it is delivered with the expectation that all high school students, whether in the program or not, will benefit from the high quality instructional strategies associated with it. The guidance staff will develop and inform the student body of program “pathways,” and opportunities during the Spring when students are preparing schedules for the following year.
- **Goal 2: MES Curriculum – Jackie Puleio and Megan Manetta**  
The Manasquan Board of Education will facilitate Manasquan Elementary School providing professional development and PLC time to teaching staff dedicated to building resources, reflection on current best practices, and discussion about improving student engagement.
- **Goal 3: MHS Curriculum – Lesley Kenney and Rick Coppola**  
The Manasquan Board of Education and administration will enhance and expand opportunities for practical skill development learners. This will be done by systematically introducing high school and middle school students and families to concepts surrounding various paths to successful careers. We will work to provide continued exposure to various trades and careers to students through guest speakers, site visits, and counseling experts.
- **Goal 4: Finance and Facilities – Pete Crawley**  
The Manasquan Board of Education and administration will facilitate the first portion of the construction related to the \$13.77 million bond referendum passed in January 2023. The Superintendent, School Business Administrator and other pertinent staff and professional consultants will prepare specifications, accept bids, create a final construction schedule, and administrate construction beginning in Winter or Spring of 2024.

- **Goal 5: Technology – Jesse Place**

The Manasquan Board of Education will analyze the current effectiveness and opportunities for improvement of the one-to-one student technology program through stakeholder (faculty and student) meetings facilitated by the Assistant Superintendent and building administrators culminating in a report on current use, strengths of the current program, and suggestions for improvement.

**10. Director Report**

- Report of the Director of Special Services – Cindy Cimino

**11. 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 December 19, 2023, and the Reorganization Meeting and Closed Executive Session of January 4, 2024. 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.

**12. Student Board Representative Report**

**13. 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.

**14. Public Forum**

**15. Discussion Items February 6, 2024 Agenda (\*Denotes Action Item on This Agenda)**

- **Education, Curriculum & Technology\***  
School Calendar: 2024-2025 School Year\*

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

- **Policy\***
- **1<sup>st</sup> Reading\***

***Operations***

8500 P - Food Services (M) (Revised)

***Finances***

6153P - Tuition Program Policy for Non-Resident/Non-Sending District Regular Education Students (Revised)

- **Finance**
- **Buildings & Grounds/Facilities**

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

- **Enrollment– Document A**
  - **Total Enrollment – 1,453**
    - **High School – 950**
    - **Elementary School – 503**
- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Reports, Suspensions & Tardy Reports– Document B**
  - **High School/CLI:**
    - **December 8<sup>th</sup> – Fire Drill**
    - **December 12<sup>th</sup> – Emergency Broadcast System Test**
  - **Elementary School:**
    - **December 8<sup>th</sup> – Fire Drill**
    - **December 20<sup>th</sup> – Lockdown Drill**
- **HIB Monthly Report – Document C-1**
  - **High School: No Report for the Month**
  - **Elementary School: One Incident, One Not HIB**
- **HIB Report – Student Safety Data System Report: September 1, 2023 through December 31, 2023 – Document C-2**
- **Report of the Assistant Superintendent**

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

**MANASQUAN**

**General Items**

- 17. Recommend** approval of **Dr. Donna Merchant** to conduct audiologist consultation for Elementary School special education student # 9817152573 not to exceed \$2000.
- 18. Recommend** approval of Susan Spill, LDTC, to conduct education evaluation assessment of Elementary School special education student # 9817152573 at an amount not to exceed \$1200 for the following: record review, observation of student, and evaluation. Additional \$90/hour for additional services.

**Professional Days**

- 19. Recommend** approval of the **attendance** of staff members at conferences/workshops, as per **Document 1**.

**Student Action**

**Field Trips**

- 20. Recommend** approval of the field trips, as per **Document 2**.

### **Placement of Students on Home Instruction**

21. **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**

22. **Recommend** approval of the revised 2023-2024 External Placement list that reflects tuition costs and transportation cost, as per **Document 3.**

### **Financials**

23. **Recommend acceptance** of the following **Elementary School Central Funds Report** for the month ending **DECEMBER 2023** as per **Document 4.**

## **MANASQUAN/SENDING DISTRICTS**

### **General Items**

#### **Secretary's Report/Financials**

24. **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 **DECEMBER 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, excluding debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,876,006.00** 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 **DECEMBER 31, 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 **DECEMBER 31, 2023** as per **Document D.** (The Treasurer of School Moneys Report for the month of **DECEMBER 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 **DECEMBER 31, 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 DECEMBER** as recommended by the Superintendent of Schools, as per **Document D.**

**Purchase Orders** for the month of **JANUARY 2024** 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 **\$47,503.28** for the month of **FEBRUARY, 2024** be approved. Record of checks (**#54821**through **#54846**), and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for **JANUARY 2024** at **\$4,337,977.91** and checks (**#54633** through **#54820**);

25. **Recommend acceptance** of the following **High School Central Funds Report** for the month ending **DECEMBER 2023** as per **Document G**.
26. **Recommend** approval of the Memorandum of Agreement with Law Enforcement Officials and the Manasquan School District for the 2023-2024 School Year (on file at the Board of Education office).
27. **Recommend** approval of the **amendment** of the following policies and regulations (first reading), as per **Document H**:
  - 8500 P - Food Services (M)
  - 6153 P - Tuition Program Policy for Non-Resident/Non-Sending District Regular Education Students
28. **Recommend** acceptance and approval of the following Parent-Paid Tuition Students at Manasquan High School for the 2024-2025 school year, at the annual tuition rate to be determined.
  - Student ID TBD – A.S. – Grade 9
  - Student ID TBD – A.A. – Grade 9
29. **Recommend** approval of the submission of an amendment of the 2023-2024 ESEA Grant.
30. **Recommend** approval of the contract between the Manasquan Schools Development Fund and the Spring Lake Golf Club for the MSDF 3<sup>rd</sup> Annual Golf Outing.
31. **Recommend** approval of Pay Application #1, in the amount of \$203,794.00 and Pay Application #2, in the amount \$356,867.49 from Honeywell Building Solutions.
32. **Recommend** approval of the following Requests for Obsolete Equipment Disposal, as per **Document I**:
33. **Recommend** approval of the following donations to the Manasquan Schools Development Fund:

Joe Leones	\$1,000
Capstone Insurance	\$7,000
BRM Group	\$200
John Tassini	\$200
Scoles Systems	\$200
Leggetts	\$200
George Harms Construction	\$5,000
34. **Recommend** approval of the 2022-2023 Audit and CAFR Report of the Financial Records of the Manasquan School District as prepared by Robert A. Hulsart, Jr. of Robert A. Hulsart and Company, as per **Document J**.
35. **Recommend** approval of the 2024-2025 School Year Calendar, as per **Document K**.

36. WHEREAS, In accordance with *Public Schools Contract Law*, N.J.S.A. 18A:18A-1, et seq., the Manasquan Board of Education (hereinafter referred to as the “Board”) advertised for bids for Abatement at Manasquan High School and Manasquan Elementary School -Bid 24-03, (hereinafter “the Project”), and;

WHEREAS, on January 11, 2024 the Board received five (5) bids for the above Project, as reflected on the attached bid tabulation sheet; and **(Document L)**; and

WHEREAS, such bids were reviewed by the Board’s attorney, Business Administrator, and Environmental Connection, Inc.; and

WHEREAS, there are sufficient funds for the award of contract for the Project.

NOW, THEREFORE, BE IT RESOLVED that the Manasquan Board of Education deems the following contractor: Lilich Corporation, the lowest responsible and responsive bidder in all material respects, and hereby awards the contract for the work of the Project in the base bid amount of one hundred fourteen thousand and four hundred dollars (\$114,400); an estimated maximum of four thousand two hundred dollars (\$4,200) for removal and disposal of corrugated paper pipe insulation 6 inches or less in diameter; an estimated maximum of one thousand eight hundred dollars (\$1,800) for removal and disposal of cementitious grey fitting insulation 6 inches or less in diameter; an estimated maximum of four thousand eight hundred dollars (\$4,800) for removal and disposal of trace asbestos containing white fitting insulation 6 inches or less in diameter; an estimated maximum of mobilizations within 24 hours of request to remove and dispose of asbestos containing materials such as, but not limited to, corrugated pip insulation, cementitious grey fitting insulation and trace asbestos containing white fitting insulation of nine thousand dollars (\$9,000); and

BE IT FURTHER RESOLVED that no award shall be made for and Alternate work; and

BE IT FURTHER RESOLVED that the Manasquan Board of Education’s Administrative staff and Professionals take any and all action necessary to effectuate the purposes of the Board’s resolution.

### **Professional Days**

37. **Recommend** approval of the **attendance** of staff members at conferences/workshops, as per **Document M** .

### **Student Action**

#### **Field Trips**

38. **Recommend** approval of the field trips, as per **Document N** .

### **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	January 6, 2024 – March 7, 2024 (Medical)
#7782521194	Grade 10	January 7, 2024 – January 24, 2024 (Medical)
#1219001691	Grade 12	January 11, 2024 – January 28, 2024 (Medical)
#1435923912	Grade 12	January 29, 2024 – February 29, 2024 (Medical)
#8116798042	Grade 9	January 15, 2024 – March 15, 2024 (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
- \_\_\_ 5. Acquisition of Real Property or Investment of Fund
- \_\_\_ 6. Public Safety Procedures
- X 7. Litigation or Contract Matters or Att./Client (Special Education)
- X 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 5.**

**MANASQUAN/SENDING DISTRICTS**

**Personnel**

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

**45. Adjournment**

Motion to Adjourn.