

**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 24, 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 Wednesday, April 24, 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. 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

**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. Presentations**

- **Elementary School Student of the Month** – Brighton Muly
- **Elementary School Teacher of the Month** – Michael Pape

- **High School Students of the Month**
  - Freshman – Veronica Cosentino
  - Sophomore – Kaylin Forrester
  - Junior – Shane Hagerman
  - Senior – Dylann Eldridge
- **High School Teacher of the Month** – Kristen Zdanowicz
- **Teacher of the Year**
  - Gina Martucci – High School
  - Heather Saake – Elementary School
- **Educational Service Professional of the Year**
  - Erich Hoffman– High School
  - Teresa Reichey – Elementary School
- **MHS Girls Basketball Coach Recognition - 300 Wins**
  - Lisa Kukoda
- **MHS Girls Basketball**
  - Overall Group II State Champions
  - Central Jersey Group II Sectional Champions
- **MHS Girls Swim Team**
  - B South Division Champions
- **MHS Boys Swim Team**
  - B South Division Champions

➤ **Five Minute Break**

- **Public Hearing on the 2024-2025 School District Budget** – Presented by Dr. Frank Kasyan, Superintendent of Schools, Dr. Pete Crawley, School Business Administrator; Robert Goodall, Manasquan High School Principal; Megan Manetta, Manasquan Upper Elementary School Principal; Jaclyn Puleio, Manasquan Lower Elementary School Principal

**8. 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 19, 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.

**9. Student Board Representative Report**

**10. 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.

## 11. Public Forum

## 12. Discussion Items April 24, 2024 Agenda (\*Denotes Action Item on This Agenda)

- **Education, Curriculum & Technology\***
  - Curriculum Committee Report – Alexis Pollock
- **Personnel– To be Discussed in Executive Session\***
- **Policy\***
- **1<sup>st</sup> Reading\***

### *Administration*

P 1140 Educational Equity Policies/Affirmative Action (M) (Revised)  
P 1523 Comprehensive Equity Plan (M) (Revised)  
P & R 1530 Equal Employment Opportunities (M) (Revised)  
P 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised)

### *Program*

R 2200 Curriculum Content (M) (Revised)  
P & R 2260 Equity in School and Classroom Practices (M) (Revised)  
P 2411 Guidance Counseling (M) (Revised)  
P & R 2423 Bilingual Education (M) (Revised by Replacement)  
P & R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised by Replacement)

### *Teaching Staff*

P 3211 Code of Ethics (Revised)

### *Students*

P 5440 Honoring Student Achievement (Revised)  
R 5440 Honoring Student Achievement (New)  
P 5570 Sportsmanship (Revised)  
P 5750 Equitable Educational Opportunity (M) (Revised)  
P 5841 Secret Societies (Revised)  
P 5842 Equal Access of Student Organizations (Revised)

### *Property*

P & R 7610 Vandalism (Revised)

**Community**

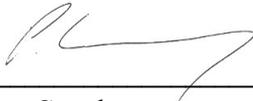
P 9323 Notification of Juvenile Offender Case Disposition (Revised)

**Abolishment\***

P 5755 Equity in Educational Programs and Services

- **Finance**

Peter Crawley, the Business Administrator/Board Secretary for the Manasquan Public School District certifies that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.



\_\_\_\_\_  
Peter Crawley

School Business Administrator/Board Secretary

- **Buildings & Grounds/Facilities**

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

- **Nutritional Update**

- **Enrollment– Document A**

- **Total Enrollment – 1,457**
  - **High School – 952**
  - **Elementary School – 505**

- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Reports, Suspensions & Tardy Reports– Document B**

- **High School/CLI:**
  - **March 14<sup>th</sup> – Fire Drill**
  - **March 26<sup>th</sup> – Shelter in Place Drill**
- **Elementary School:**
  - **March 15<sup>th</sup> – Security Meeting**
  - **March 25<sup>th</sup> – Fire Drill**

- **HIB Monthly Report – Document C (N/A)**

- **High School: No Report for the Month**
- **Elementary School: No Report for the Month**

- **Report of the Assistant Superintendent**

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

## MANASQUAN

### General Items

14. **Recommend** approval of the acceptance of a donation of a tree valued at \$300.00 from the Shade Tree Commission for the Arbor Day Celebration.
15. **Recommend** approval of **Dr. Rajeswari Muthuswamy, M.D.** to conduct psychiatric assessment of Elementary School special education student #7511487530 at a rate of \$575 per evaluation.
16. **Recommend** approval of nursing services from Bayada Home Health Care, Inc. for the 2024-2025 school year for Student ID# 1667616081 in the estimated amount of \$55,640.00 as per **Document 1.**
17. **Recommend** approval of nursing services from Preferred Home Health Care & Nursing Services for the 2024-2025 school year for Student ID# 1667616081 in the estimated amount of \$38,592.00 as per **Document 2.**

### Professional Days

18. **Recommend** approval of the **attendance** of staff members at conferences/workshops, as per **Document 3.**

### Student Action

#### Field Trips

19. **Recommend** approval of the field trips, as per **Document 4.**

#### 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:  
#6620965865                      **Grade 8**                      **April 22, 2024 – June 20, 2024 (Medical**

#### Placement of Students Out of District

21. **Recommend** approval of the revised External Placement list that reflects both tuition and transportation costs for the 2023-2024 school year. **No Report for the Month**
22. **Recommend** approval of the External Placement list that reflects both tuition and transportation costs for the 2024-2025 school year, as per **Document 5.**

### Financials

23. **Recommend acceptance** of the following **Elementary School Central Funds Report** for the months ending **MARCH 2024** as per **Document 6.**

## 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 **MARCH 2024** 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, 2024** 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, 2024**, as per **Document D**. (The Treasurer of School Moneys Report for the months of **MARCH 2024** 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, 2024**, 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 MARCH** as recommended by the Superintendent of Schools, as per **Document D**.

**Purchase Orders** for the month of **MARCH 2024** be approved, as per **Document E**.

Recommend **acceptance** of the **Cafeteria Reports** - **Document F**.

**(C) Be it Resolved:** that the **Bills (Current Expense)** in the amount of **\$1,613,792.39** for the month of **APRIL 2024** be approved. Record of checks (**#55098** through **#55151**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **MARCH 2024** at **\$3,567,857.99** and checks (**#54952** through **#55097**).

25. **Recommend acceptance** of the following **High School Central Funds Report** for the months ending **MARCH 2024** as per **Document G**.
26. **Recommend** approval of the acceptance of a donation in the amount of \$1,000.00 to the Manasquan High School Spring Track Teams (\$500.00 for the girls track and \$500.00 for the boys track) from the Manasquan Turkey Run, Inc.
27. **Recommend** approval of the acceptance of a donation in the amount of \$1,000.00 to the Manasquan High School Center for Learning and Independence (CLI) from the Spring Lake-Brielle Rotary Club.
28. **Recommend** approval of the Revised 2024 Manasquan Board of Education meeting schedule, as per **Document H**.
29. Recommend approval of the **Performance Contract** between the Manasquan Schools Development Fund and The E Street Shuffle to provide live music entertainment from 5:00 p.m. to 8:00 p.m., on Friday, June 28, 2024, during the MSDF Car Show, as per **Document I**.
30. **Recommend** approval of the agreement between the Manasquan Schools Development Fund and Beachside Productions, to provide the sound at an MSDF Concert on Thursday, April 25, 2024, in the amount of \$600.
31. **Recommend** acceptance and approval of the Parent-Paid Tuition Student S.V. in the Manasquan High School, for the 2023-2024 school year, effective March 27, 2024, at the annual tuition rate of \$9,770.00 (prorated).

32. **Recommend** approval of the Agreement for Student Internships between Rowan University and Manasquan High School for a one (1) year period, from July 1, 2024, through August 1, 2025, as per **Document J**.
33. **Recommend** approval of the appropriation of interest earnings on the bond proceeds for the ESIP project to supplement ESIP related construction costs.
34. **Recommend** approval of the DJ Services Contract for the Manasquan High School Tailgate Event on May 3, 2024, as per **Document K**.
35. **Recommend** approval of Pay Application #1 from H&S Construction, for the Manasquan High School & Elementary School Renovations/Repairs, in the amount of \$156,800.00.
36. **Recommend** approval of Change Order #1, from Honeywell Building Solutions, for the Manasquan High School & Elementary School Renovations/Repairs, in the amount of \$161,679.00, as per **Document L**.
37. **Recommend** approval of the acceptance of the New Jersey School Insurance Group 2024 Safety Grant, in the amount of \$3,929.00. These funds will be used to partially fund the salaries of the district security guards.
38. **Recommend** approval of medical descriptions and dental plans, as per **Document M**.
39. **Recommend** approval of the Renewal #2 of the contract with Centurion Printing, 325 Market Street, Kenilworth, New Jersey, for 2024-2025 Printing Services – (original 2022-2023 Printing Services Bid No. PS22-23 of May 11, 2022), in the estimated amount of \$16,595.45.
40. **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 of \$10,000.
  - Student ID TBD - (C.M.) – Grade 9
  - Student ID TBD - (H.B.) Grade 10
  - Student ID TBD - (S.N.) Grade 11
41. **Recommend** approval of the **amendment** of the following policies and regulations (first reading), as per **Document N**:
  - P 1140 Educational Equity Policies/Affirmative Action (M) (Revised)
  - P 1523 Comprehensive Equity Plan (M) (Revised)
  - P & R 1530 Equal Employment Opportunities (M) (Revised)
  - P 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised)
  - R 2200 Curriculum Content (M) (Revised)
  - P & R 2260 Equity in School and Classroom Practices (M) (Revised)
  - P 2411 Guidance Counseling (M) (Revised)
  - P & R 2423 Bilingual Education (M) (Revised by Replacement)
  - P & R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised by Replacement)
  - P 3211 Code of Ethics (Revised)
  - P 5440 Honoring Student Achievement (Revised)
  - P 5570 Sportsmanship (Revised)
  - P 5750 Equitable Educational Opportunity (M) (Revised)
  - P 5841 Secret Societies (Revised)
  - P 5842 Equal Access of Student Organizations (Revised)
  - P & R 7610 Vandalism (Revised)
  - P 9323 Notification of Juvenile Offender Case Disposition (Revised)

- 42. **Recommend** approval of the **adoption** of the following regulation (first reading), as per **Document O:**
  - R 5440 Honoring Student Achievement (New)
- 43. **Recommend** approval of the **abolishment** of the following policies and regulations:
  - P 5755 Equity in Educational Programs and Service
- 44. **Recommend** approval of the adoption of the following job description, as per **Document P:**
  - Technology Coordinator
- 45. **Recommend** approval of the Power Purchase Agreement Amendment No. 1 between the SL Manasquan Solar I LLC, and the Manasquan Public School District, as per **Document Q.**
- 46. **Recommend** approval of the acceptance of Requests for Proposals and the award of a Base Year Contract for the 2024-2025 Food Service Management Company Services, to Culinary Classics, LLC. Culinary Classics, LLC will collect a Flat Management fee of \$23,000 annually and guarantee a return of \$25,000 annually. Total contract cost, in the amount of \$663,436.25 (pending review by Dept. of Agriculture/School Nutrition Programs).

**Adoption of 2024-25 Budget**

- 47. **Recommend** approval of the adoption of the final 2024-2025 School District budget as listed below and as per the advertised budget **Document R:**

**BE IT RESOLVED** that the final budget be approved for the 2024-2025 school year using the 2024-2025 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:

	<b><u>GENERAL FUND</u></b>	<b><u>SPECIAL REVENUES</u></b>	<b><u>DEBT SERVICE</u></b>	<b><u>TOTAL</u></b>
<b>2024-2025 Total Expenditures</b>	\$34,284,178	\$361,868	\$2,444,084	\$37,090,130
<b>Less: Anticipated Revenues</b>	\$16,683,019	\$361,868	\$558,864	\$17,603,751
<b>Taxes to be Raised</b>	\$17,601,159	\$ -0-	\$1,885,220	\$19,486,379

And to advertise said tentative budget in THE COAST STAR in accordance with the form required by the State Department of Education and according to law;

**BE IT FURTHER RESOLVED**, that a public hearing be held in the Manasquan High School Charles Raffetto Media Center, 167 Broad Street, Manasquan, New Jersey, on Wednesday, April 24, 2024, at 6:00 p.m. for the purpose of conducting a public hearing on the budget for the 2024-2025 school year.

## Capital Reserve Account Deposit

**RESOLVED** that the Manasquan Board of Education requests the approval of a capital reserve deposit in the amount of \$5,000.00. This represents anticipated interest for the 2024-2025 school year.

**RESOLVED** that the Manasquan Board of Education requests the approval of a capital reserve deposit in the amount of \$99,050 as follows:

- \$99,050 turf and sod replacement

## Maintenance Reserve Account Deposit

**RESOLVED** that the Manasquan Board of Education requests the approval of a maintenance reserve deposit in the amount of \$2,000. This represents anticipated interest for the 2024-2025 school year.

## Tuition Reserve Withdrawal

**RESOLVED** that the general fund appropriations include a \$200,000 withdrawal from the Tuition Reserve Account which were deposited into the account in the school year 2022-2023 and are now required to be withdrawn to pay tuition obligation in the 2024-2025 school year.

## Special Education Medicaid Initiative (SEMI)

**RESOLVED** that the Manasquan Board of Education approves the Special Education Medicaid Initiative (SEMI) corrective action plan for the 2024-2025 school year for submission to the Monmouth County Executive County Superintendent.

## Travel and Related Expense Reimbursement 2024-2025

**WHEREAS**, the Manasquan Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities for travel that promotes the delivery of instruction or further the efficient operation of the school district; and

**WHEREAS**, N.J.A.C. 6A:23A-7.3 et seq. Requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

**WHEREAS**, a Board of Education may establish, for regular district business travel as defined in N.J.A.C. 6A:23A-1.2, which includes attendance at regularly scheduled in-state county meetings, Department or Association sponsored events or in-state professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

**WHEREAS**, the Manasquan Board of Education established \$50,000 as the maximum travel amount for the current school year and has expended \$35,393 as of this date; now

**THEREFORE, BE IT RESOLVED** that the Manasquan Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.2, to a maximum expenditure of \$100,000 for all staff and board members for the 2024-2025 school year.

**BE IT FURTHER RESOLVED** that the Manasquan Board of Education approved the following **2024-2025**

**Tuition Rates:**

Manasquan High School 9 - 12	\$ 20,215
Kindergarten	\$ 19,126
Grades 1 – 5	\$ 24,133
Grades 6 – 8	\$ 23,493
L/LD	\$ 31,156
CLI	\$ 56,291
PSH – PT	\$ 4,400
PSH – FT	\$ 8,720
MD	\$ 50,961
Parent Paid K-8	\$ 10,000
Parent Paid 9 – 12	\$ 10,000
Parent Paid PK-3 (full-day)	\$ 3,300
Parent Paid PK-4 (full-day)	\$ 3,300

**48. Recommend** approval of the creation of a central fund account for the following:

- MHS Girls Volleyball

**49. Recommend** approval of the following mileage reimbursement for the 2023-2024 school year:

<u>Name</u>	<u>School Year</u>	<u>Rate</u>	<u>Not to Exceed</u>
Matthew Hudson	2023-2024	.47 cents/mile	\$200.00

**50. Recommend** approval of the following donations to the Manasquan Schools Development Fund:

Sneakers Plus	\$200
Suburban Consulting Engineers	\$200
Coastal College Counseling, LLC	\$200

**Professional Days**

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

**Student Action**

**Field Trips**

**52. Recommend** approval of the field trips, as per **Document T.**

**Placement of Students on Home Instruction**

**53. 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	April 7, 2024 – May 7, 2024 (Medical)
#5142575422	Grade 11	April 9, 2024 – May 9, 2024 (Medical)
#1435923912	Grade 12	March 29, 2024 – April 29, 2024 (Medical)
#4646724217	Grade 9	March 11, 2024 – May 11, 2024 (Medical)
#7979745655	Grade 11	April 8, 2024 – May 11, 2024 (Medical)
#8116798042	Grade 9	May 15, 2024 – June 20, 2024 (Medical)
#1096386217	Grade 12	May 15, 2024 – June 20, 2024 (Medical)
#9556891897	Grade 10	April 16, 2024 – May 16, 2024 (Medical)
#9155376920	Grade 11	April 22, 2024 – June 20, 2024 (Medical)

**54. Old Business/New Business**

**55. 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 (Legal Update)
- 8. Personnel Matters (Hiring, Leave of Absence, Resignation, Draft Rehire Lists)
- 9. Imposition of Penalties Upon an Individual

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

**56. Roll Call**

**MANASQUAN**

**Personnel**

**57. Recommend** approval of the Elementary School personnel as per **Document 7.**

**MANASQUAN/SENDING DISTRICTS**

**Personnel**

**58. Recommend** approval of the High School personnel as per **Document U.**

**59. Adjournment**

Motion to Adjourn.