

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
August 20, 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 Thursday, July 25, 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

• **Retirees**

- **Mary Dease**
- **Pastor Guzman**

- **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 Robert Goodall**

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.

- **Principals’ Reports**

- Lower Elementary School (PK-4) – Jaclyn Puleio
- Upper Elementary School (5-8) – Megan Manetta
- High School – Matthew Kukoda

- **NJ School Boards Association - Strategic Planning and Board Goals**

- **Construction Update** - Presented by Robert Notley, New Road Construction Management

8. 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 July 25, 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 - None

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 August 20, 2024 Agenda (*Denotes Action Item on This Agenda)

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

Policies for Revision

Students

R 5200 – Attendance (M)

P 5240 – Tardiness

P 5514 - Pupil Use of Vehicles

R 5330 – Substance Abuse (M)

R 5600 – Pupil Discipline/Code of Conduct (M)

- **2nd Reading***

Policies for Revision

Bylaws

P 0164.2 – Board Member Number and Term – Receiving District (Revised by Replacement)

Program

P 2200 – Curriculum Content (M)

Teaching Staff

P & R 3160 – Physical Examination (M)

Support Staff

P & R 4160 – Physical Examination (M)

Students

P 5337 – Service Animals

P 5350 – Student Suicide Prevention (M)

Operations

P 8420 – Emergency and Crisis Situations (M)

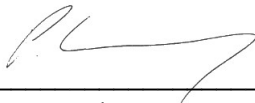
P & R 8467 – Firearms and Weapons (M)

Community

P 9181 – Volunteer Athletic Assistants and Co-Curricular Activity Advisors/Assistants

- **Finance**
Student Accident Insurance *

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

- **Enrollment (Projected)**
 - High School: 943
 - Elementary School: 478
- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Reports, Suspensions & Tardy Reports– Document B**
 - **High School/CLI:**
 - **July 3rd – Fire Drill**

○ July 15th – Shelter in Place

➤ **Elementary School: (N/A)**

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

➤ **High School: No Report for the Month**

➤ **Elementary School: No Report for the Month**

Recommend approval and acceptance of the Superintendent’s Report.

MANASQUAN

General Items

14. **Recommend** approval of the Shared Services Agreement between the Wall Township of Education and the Manasquan Board of Education for a Teacher of the Visually Impaired, from September 1, 2024, to June 30, 2025, as per attached **Document 1**.
15. **Recommend** approval of the 2024-2025 Warrior Clubhouse Handbook and Tuition rates, as per **Document 2**.
16. **Recommend** approval of the 2024-2025 Manasquan Elementary School Code of Conduct, as per **Document 3**.
17. **Recommend** approval of the appointment of the following persons to positions effective September 1, 2024, and ending at the next organization meeting of the Manasquan Board of Education:
 - Anti-Bullying Specialist (Manasquan Elementary School) – Leigh Busco
18. **Recommend** approval of the Manasquan Elementary School ScIP Committee members for the 2024-2025 school year:
 - Jaclyn Puleio
 - Megan Manetta
 - Christin Walsh
 - Catherine Taft
 - Andrew Manser
 - Sarah Gordon

Professional Days

19. **Recommend** approval of the **attendance** of staff members at conferences/workshops. **No Report for the Month**

Student Action

Field Trips

20. **Recommend** approval of the field trips. **No Report for the Month**

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 2024-2025 Extended School Year Placements and 2024-2025 September – June Placements list that reflects available tuition costs. (Transportation costs to be determined once routes are established), as per **Document 4**.

Financials

23. **Recommend acceptance** of the following **Elementary School Central Funds Report** for the months ending **JULY 2024** as per **Document 5**.

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 **JULY 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 **JULY 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.

Purchase Orders for the month of **JULY 2024** be approved, as per **Document D**.

Recommend **acceptance** of the **Cafeteria Reports - Document E (N/A) – No Report for the Month**

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$1,199,961.30** for the month of **AUGUST, 2024** be approved. Record of checks (**#55574** through **#55621**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **JULY, 2024** at **\$3,311,706.64** and checks (**#55344** through **#55672**).

25. **Recommend acceptance** of the following **High School Central Funds Report** for the months ending **JULY 2024** as per **Document F**.

26. **Recommend approval** of the **amendment** of the following policies and regulations (second reading), as per **Document G**:

- P 0164.2 – Board Member Number and Term – Receiving District (Revised by Replacement)
- P 2200 – Curriculum Content (M)
- P & R 3160 – Physical Examination (M)
- P & R 4160 – Physical Examination (M)
- P 5337 – Service Animals
- P 5350 – Student Suicide Prevention (M)
- P 8420 – Emergency and Crisis Situations (M)
- P & R 8467 – Firearms and Weapons (M)
- P 9181 – Volunteer Athletic Assistants and Co-Curricular Activity Advisors/Assistants

27. **Recommend** approval of the **amendment** of the following policies and regulations (first reading), as per **Document H:**
- R 5200 – Attendance (M)
 - P 5240 – Tardiness
 - P 5514 - Pupil Use of Vehicles
 - R 5330 – Substance Abuse (M)
 - R 5600 – Pupil Discipline/Code of Conduct (M)
28. **Recommend** approval of the rejection of bids received for Bid Number 25-01, Alterations and Renovations at Manasquan Elementary School, received on August 13, 2024, due to all bids substantially exceeding the board of education’s appropriation for the services pursuant to 18A:18A-22.c.
29. **Recommend** the approval of the transfer of the central fund balance of \$618.42 from Robotics (21-401-100-600-01-393) to Innovation Lab (21-401-100-600-01-344) and the abolishment of the Robotics account.
30. **Recommend** approval of central fund name change from Academy of Engineering to STEM Academy to encompass the broader scope of the academy.
31. **Recommend** approval of the creation of a central fund account for the Class of 2027.
32. **Recommend** approval of Pay Application #3 from H&S Construction, for the Manasquan High School & Elementary School Renovations/Repairs, in the amount of \$525,877.80.
33. **Recommend** approval of the continuation of placement as a tuition free student in Grade 12 at the Manasquan High School for Student ID# 4678501101 for the 2024-2025 school year.
34. **Recommend** approval of the Shared Services Agreement between the Brielle Board of Education and the Manasquan Board of Education for School Library Media Specialist Services, from September 1, 2024 to June 30, 2025, as per attached **Document I.**
35. **Recommend** approval of the Shared Service Agreement for the services of a Board Certified Behavior Analyst (BCBA) between the Belmar Elementary School District Board of Education and the Manasquan School District Board of Education, pending contract.
36. **Recommend** approval of revisions to the following job descriptions, as per **Document J.**
- Director of Curriculum and Instruction
 - Director of School Counseling Services
 - Director of Special Services
 - Elementary School Principal
 - Assistant Principal
 - Supervisor of Instruction
37. **Recommend** approval of the Disposal of Obsolete Technology Equipment, as per **Document K.**
38. **Recommend** approval of the Curriculum List for the 2024-2025 School Year, as per **Document L.**
39. **Recommend** approval of the District Teacher Mentoring Plan for the 2024-2025 school year, as per **Document M.**

40. **Recommend** approval of the Manasquan High School ScIP committee members for the 2024-2025 school year:
- Matthew Kukoda
 - Margaret Polak
 - Cheryl Canonaco
 - Ryan Critelli
41. **Recommend** approval of the District Professional Development Plan for the 2024-2025 school year, as per **Document N.**
42. **Recommend** approval of the following employee evaluation rubrics for the 2024-2025 school year as per **Document O.**
- Manasquan Teacher Rubric
 - Manasquan Reflective Practice Teacher Rubric
 - Manasquan Educational and Related Services Personnel Evaluation Rubric
 - Multidimensional Principal Performance Rubric
 - Multidimensional Leadership Performance Rubric (for school leaders other than principals)
 - Manasquan Non-Certificated Personnel Evaluation
43. **Recommend** approval of the 2024-2025 Manasquan High School Code of Conduct, as per **Document P.**
44. **Recommend** authorization for the School Business Administrator to execute contracts for the 2024-2025 school year as follows:
- **Bob McClosky Insurance**
Student Accident Insurance – Renewal Premium \$61,345
45. **Recommend** approval of the Data Use & Security Agreement between the Manasquan School District and the Higher Education Student Assistance Authority (HESAA), as per **Document Q.**
46. **Recommend** approval of the contract with Summit Speech School for Student #4944380602 for September 2024 – June 2025, 1 session per week, as per **Document R.**
47. **Recommend** approval of the purchase of instructional and administrative software titles, subscriptions, and renewals as listed below for the 2024-2025 school year. These purchases do not have an applicable state contract and the purchases qualify as exempt as per N.J.S.A. 18A:18A-5(19):

Product/Title	Vendor	Amount
Canvas LMS	Instructure	\$12,944.00
Finalsite Website Hosting & District App	Finalsite	\$13,126.00
Frontline 504, IEP, & RTI	Frontline	\$20,173.85
Frontline Applicant Tracking & Absence/Substitute Management	Frontline	\$16,733.49
Genesis Student Information System & SchoolFi (HR, Payroll, Accounting)	Genesis Educational Services	\$33,243.00
Linewize Monitor	Howard Technology Solutions	\$5,820.00
Classwize Classroom Manager	Howard Technology Solutions	\$4,656.00
Prey Device Tracking	Prey	\$6,604.00

Professional Days

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

Student Action

Field Trips

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

Placement of Students on Home Instruction

50. **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

51. **Old Business/New Business**

52. **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 (MEA Sidebar Agreement)
- 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, Resignation, Recission of Appointments)
- 9. Imposition of Penalties Upon an Individual

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

53. **Roll Call**

MANASQUAN

Personnel

54. **Recommend** approval of the Elementary School personnel as per **Document 6.**

MANASQUAN/SENDING DISTRICTS

Personnel

55. **Recommend** approval of the High School personnel as per **Document U.**
56. **Recommend** approval of Sidebar Agreement #04 to the Collective Negotiations Agreement between the Manasquan Board of Education and Manasquan Education Association effective July 1, 2023, through June 30, 2028, as per **Document V.**
57. **Adjournment**
Motion to Adjourn.