

**BOARD OF EDUCATION**

Borough of Manasquan

*The Combined Committee of the Whole and Regular Board of Education meeting was held in the Manasquan High School Charles Raffetto Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, October 15, 2024.*

*Ms. Pollock called the meeting to order at 6:00pm and read the Opening Statement.*

Call to Order

**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, October 15, 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**

*Ms. Pollock asked that everyone stand for the Pledge of Allegiance.*

Roll Call

**4. Roll Call**

<i>Bruce Bolderman</i>	<i>Kimberly Chek (Belmar)</i>	<i>Brendan O'Reilly (Sea Girt)</i>
<i>Donna Bossone</i>	<i>William Dibble</i>	<i>Thomas Pellegrino</i>
<i>Martin Burns</i>	<i>Joseph Loffredo - Absent</i>	<i>Alexis Pollock</i>
<i>Eugene Cattani</i>	<i>Joseph Milancewich (Brielle) - Absent</i>	<i>Alfred Sorino</i>

*QUORUM REACHED*

*Ms. Pollock read the Mission Statement and the Statement to the Public.*

Mission Statement

**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.

Statement to the Public

**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.

*Mr. Goodall turned the floor over to Dr. Crawley who administered the Oath of Office to the Student Board Representatives below.*

Student Board Rep. Oath of Office

**7. Student Board Representative Report**

**Oath of Office**

- **Megan Liggett – Key Club**
- **Donovan Brown – Key Club**

- **Cassidy Murray – Student Council**

*Donovan Brown and Megan Liggett provided an update on Key Club activities and school events that took place over the past month.*

*Cassidy Murray and Josephina Presbrey provided an update on Student Council events that took place over the past month.*

## **8. Presentations**

- **High School Students of the Month**
  - **Freshman – Briana Garcia**
  - **Sophomore – Christopher Martucci**
  - **Junior – Francesca Tienken**
  - **Senior – Donovan Brown**

*Mr. Goodall introduced and congratulated the Manasquan High School Students of the Month. He read a short synopsis of their accomplishments and presented them with Certificates of Commendation, personalized medals, and Wally Bucks.*

- **High School Teacher of the Month – Brett Lomas**

*Mr. Goodall congratulated Brett Lomas, the Manasquan High School Teacher of the Month, selected by Donovan Brown. Mr. Lomas was presented with a Certificate of Commendation, a personalized medal, and Wally Bucks.*

- **Elementary School Student of the Month – Crystal Weng**

*Mr. Goodall congratulated Crystal Weng, the Manasquan Elementary School Student of the Month. He read a short synopsis of her accomplishments and presented her with a Certificate of Commendation, a personalized medal and Wally Bucks.*

- **Elementary School Teacher of the Month – Andrea Trischitta**

*Mr. Goodall congratulated Andrea Trischitta, the Manasquan Elementary School Teacher of the Month, selected by Crystal Weng. Ms. Trischitta was presented with a Certificate of Commendation, a personalized medal, and Wally Bucks.*

*Mr. Goodall turned the floor over to Mr. Coppola to report on the Spring 2024 NJSLA Test Results.*

- **Directors' Reports**
  - Report of the Director of Curriculum and Instruction – Rick Coppola
    - Spring 2024 NJSLA Test Results

*Mr. Coppola provided a report on the Spring 2024 NJSLA Results. Presentation is on file in the Board Office and included in the minutes.*

- Report of the Director of Special Services – Cindy Cimino
  - Spring 2024 DLM Test Results

*Cindy Cimino provided an update on the Special Education Department and reported the Spring 2024 DLM Test Results. Presentation is on file in the Board Office and included in the minutes.*

- Report of the Director of School Counseling Services – Lesley Kenney

Oath,  
Continued

Presentations

Director's  
Reports

MINUTES – OCTOBER 15, 2024

Lesley Kenney provided an update on School Counseling Services at the elementary school, high school and the Academy/CLI Program. Presentation is on file in the Board Office and included in the minutes.

Acceptance  
of Minutes

**9. 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 September 17, 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.

Ms. Pollock asked for a motion to accept and approve the minutes.

A motion was made by Mr. Sorino, seconded by Mr. Pellegrino, to accept and approve the minutes as specified in Items #9.

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Loffredo, Mr. Milancewich

**QUORUM REACHED**

**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.

Public Forum  
on Agenda  
Items

Ms. Pollock closed the public forum on Agenda Items. Ms. Pollock opened the second public forum on any topic agenda and otherwise.

Public Forum

**11. Public Forum**

Ms. Pollock closed the second public forum seeing no comment from the public.

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

Discussion  
Items

- **Education, Curriculum & Technology**
  - **Curriculum Committee Report – Alexis Pollock**

Ms. Pollock provided an update on the most recent Curriculum Committee meeting.

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

Mr. Goodall stated that personnel will be discussed in executive session.

- **Policy**

Mr. Goodall turned the floor over to Dr. Crawley to discuss finance.

- **Finance\***
  - **2025-2026 Budget Plan of Action**

Finance

*Dr. Crawley provided an update on the 25/26 Budget Plan of Action.*

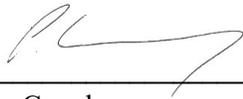
- **2025 Manasquan Board of Education Board Meeting Dates\***

2025 Board Meeting Dates

*Dr. Crawley provided an update on the proposed 2025 Board of Education Board Meeting dates.*

*Mrs. Bossone and Mr. Pellegrino questioned the proposed day change from Tuesday to Thursday meetings. Mr. Cattani stated those who travel for business would most likely not be able to attend Thursday meetings.*

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**
  - Construction Updates

Buildings and Grounds / Facilities

*Dr. Crawley provided a construction update.*

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

Supt. Report

- **Enrollment – Document A**
  - **Total Enrollment – 1,391**
    - High School: 917
    - Elementary School: 474

Enrollment, as per Document A

*Mr. Goodall reported on the enrollment for the month, as specified in Document A.*

- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Reports, Suspensions & Tardy Reports– Document B**
  - **High School/CLI:**
    - **September 19<sup>th</sup> – Lock Down Drill**
    - **September 25<sup>th</sup> – Fire Drill**
  - **Elementary School:**
    - **September 11<sup>th</sup> – Shelter in Place Drill**
    - **September 24<sup>th</sup> – Fire Drill**
  - **Elementary School Bus Evacuation Drill – September 18, 2024**
  - **High School Bus Evacuations: September 12, 2024**  
**Routes – 9500, 9501, 7518, 7520, 7521, 7523, 7524, PQS7525, Brielle**

Attendance, Fire Drills, Bus Evac., Suspensions, Tardy Reports, as per Document B

*Mr. Goodall reported that we have met all mandated state requirements for the fire and safety drills for the month, as specified in Document B.*

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- **HIB Monthly Report – Document C**
  - **High School: One Incident, One Confirmed HIB**
  - **Elementary School: Two Incidents, Two Not HIB**

*Mr. Goodall reported that there was one confirmed HIB at the high school and two incidents at the elementary school reported that were not confirmed HIB.*

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

*Ms. Pollock asked for a motion to approve the Superintendent's Report.*

*Motion was made by Mr. Bolderman, seconded by Mr. Sorino, to approve and accept the Superintendent’s Report.*

*Roll Call Vote: Ayes (9) Nays (0); Abstain (0); Absent (3) Mrs. Bossone, Mr. Loffredo, Mr. Milancewich*

*MOTION CARRIED*

*Ms. Pollock asked for a motion to approve Manasquan General Items #14 - #20*

*Motion was made by Mr. Bolderman, seconded by Mr. Cattani, to approve the Manasquan General Items #14 - #20.*

*Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (2) Mrs. Bossone, Mr. Loffredo*

*MOTION CARRIED*

**MANASQUAN**  
**General Items**

14. **Recommend** approval of the 2024-2025 transportation contracts and agreements arranged through MOESC for Manasquan resident students, as per **Document 1** .
15. **Recommend** approval of the creation of a budget line in the central fund account for the Kindergarten Class of 2033.

**Professional Days**

16. **Recommend** approval of the **attendance** of staff members at conferences/workshops, as per **Document 2**.

**Student Action**

**Field Trips**

17. **Recommend** approval of the field trips, as per **Document 3**.

**Placement of Students on Home Instruction**

18. **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**

19. **Recommend** approval of the revised 2024-2025 External Placement list that reflects tuition costs and transportation costs, as per **Document 4**.

**Financials**

20. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending **SEPTEMBER 2024** as per **Document 5**.

*HIB Report, as per Document C*

*Approval of the Supt. 's Report*

*Manasquan Items #14-#20*

*24/25  
Transportation Contracts with MOESC  
Creation of central fund acct.*

*MESS Professional Days*

*MES Field Trips*

*Home Instruction*

*External Placement*

*MES Central Fund*

MINUTES – OCTOBER 15, 2024

Ms. Pollock asked for a motion to approve Manasquan/Sending District General Items #21 - 35 and #37 - 41.

Motion was made by Mr. Sorino, seconded by Mr. Cattani, to approve the Manasquan/Sending District General Items #21 - 35 and #37 - 41.

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mrs. Bossone, Mr. Loffredo, Mr. Milancewich

MOTION CARRIED

**MANASQUAN/SENDING DISTRICTS**

**General Items**

**Secretary's Report/Financials**

21. **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 **SEPTEMBER 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 **SEPTEMBER 30, 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 **SEPTEMBER 30, 2024**, as per **Document D and D1**. (The Treasurer of School Moneys Report for the months of **AUGUST and SEPTEMBER, 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 **SEPTEMBER 30, 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 **2024-2025 budget for AUGUST and SEPTEMBER** as recommended by the Superintendent of Schools, as per **Document D and D1**.

**Purchase Orders** for the month of **SEPTEMBER 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 **\$2,399,693.78** for the month of **OCTOBER, 2024** be approved. Record of checks (**#56012 through #56086**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **SEPTEMBER, 2024** at **\$7,814,500.18** and checks (**#55786 through #56011**).

22. **Recommend acceptance** of the following **High School Central Funds Report** for the month ending **SEPTEMBER 2024** as per **Document G**.

Manasquan /  
Sending  
District  
Items #21 -  
#35 & #37 -  
#41.

Secretary's  
Financial  
and  
Investment  
Report

Purchase  
Orders

Cafeteria  
Reports  
Current  
Bills

MHS  
Central  
Funds

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23. **Recommend** approval of the acceptance of a donation of two lacrosse goals to the Manasquan High School Athletic Department with an estimated value of 2,040.00 from the Shark River Lacrosse Club.
24. **Recommend** approval of the acceptance of a donation to the MHS boys soccer team in the amount of \$1,000.00 from the Visceglia – Summit Associates Foundation.
25. **Recommend** approval of the acceptance of a donation to the MHS football team in the amount of \$1,000.00 from the Visceglia – Summit Associates Foundation.
26. **Recommend** approval of the creation of the Rally Cap Club for the 2024-2025 school year, with Maria Eldridge as volunteer club advisor.
27. **Recommend** approval of the creation of a central fund for the newly created Rally Cap Club.
28. **Recommend** approval of Pay Application #4 from Honeywell, for the ESIP project, in the amount of \$71,907.87.
29. **Recommend** approval of Pay Application #5 from Honeywell, for the ESIP project, in the amount of \$468,842.38.
30. **Recommend** approval of Design Change Order Request #1 for Tokarski Millemann Architects, LLC, in the amount of \$18,300, as per **Document H.**
31. **Recommend** approval of Change Order #001 for Alterations and Renovations at the Manasquan HS and ES with H&S Construction, in the amount of (-\$15,092.00), as per **Document I.**
32. **Recommend** approval of Change Order #002 for Alterations and Renovations at the Manasquan HS and ES with H&S Construction, in the amount \$42,106.40, as per **Document J.**
33. **Recommend** approval of the 2024-2025 Comprehensive Maintenance Plan Report, M-1 Form and the Health & Safety Evaluation of School Buildings Checklists, as per **Document K.**
34. **Recommend** approval of the Plan of Action for the 2025-2026 School District budget, as per **Document L.**
35. **Recommend** approval of the Manasquan Public School District Guide for Standard Operating Procedures and Internal Controls, as per **Document M.**
37. **Recommend** approval of the revised 2024-2025 School Calendar as per **Document O.**
38. **Recommend** approval of the New Jersey Single Accountability Continuum (NJQSAC) District Performance Review Self-Evaluation for the 2024-2025 school year and authorize its submission to the Department of Education, as per **Document P.**

**Professional Days**

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

**Student Action**  
**Field Trips**

40. **Recommend** approval of the field trips, as per **Document R.**

*Donations*

*Rally Cap  
Club*

*Honeywell  
Pay  
Applications  
#4 & #5*

*Change  
Orders*

*CMP & M-1  
Form,*

*Budget Plan  
of Action  
25/26*

*Standard  
Operating  
Procedures*

*24/25 Revised  
School  
Calendar*

*NJQSAC*

*MHS  
Professional  
Days*

*MHS Field  
Trips*

Home  
Instruction

**Placement of Students on Home Instruction**

**41. 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:

**#8116798042                      Grade 11                      September 26, 2024 – October 26, 2024 (Medical)**

*Ms. Pollock asked if there was any Old/New Business to come before the Board.*

**42. Old Business/New Business**

Old  
Business /  
New  
Business

*Ms. Pollock asked for a motion to enter Executive Session.*

*Motion was made by Mr. Sorino, seconded by Mr. Bolderman and approved by voice vote for all those present in favor to enter Executive Session by 7:41 p.m.*

*MOTION CARRIED*

**43. Executive Session**

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 (School Safety and Security Plan)
- 7. Litigation or Contract Matters or Att./Client
- 8. Personnel Matters (Hiring, 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.**

*Ms. Pollock asked for a motion to reconvene the meeting.*

*Motion was made by Mrs. Chek, seconded by Mr. Pellegrino, to reconvene the meeting at 7:48 p.m. and approved by voice vote by all those in favor to reconvene the meeting.*

**44. Roll Call**

<i>Bruce Bolderman</i>	<i>Kimberly Chek (Belmar)</i>	<i>Brendan O'Reilly (Sea Girt)</i>
<i>Donna Bossone (absent)</i>	<i>William Dibble</i>	<i>Thomas Pellegrino</i>
<i>Martin Burns</i>	<i>Joseph Loffredo - Absent</i>	<i>Alexis Pollock</i>
<i>Eugene Cattani</i>	<i>Joseph Milancewich (Brielle) - Absent</i>	<i>Alfred Sorino</i>

*QUORUM REACHED*

*Ms. Pollock asked for a motion to approve Manasquan Item #54.*

*Motion was made by Mr. Cattani, seconded by Mr. Sorino, to approve Manasquan Item #54.*

*Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (2) Mrs Bossone, Mr. Loffredo*

*MOTION CARRIED*

**MANASQUAN**  
**Personnel**

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

*Ms. Pollock asked for a motion to approve Manasquan/Sending District Items # 46 - #47.*

*Motion was made by Mrs. Chek, seconded by Mr. Pellegrino, to approve Manasquan/Sending District Items #46 - #47.*

*Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mrs. Bossone, Mr. Loffredo, Mr. Milancewich*

*MOTION CARRIED*

**MANASQUAN/SENDING DISTRICTS**

**Personnel**

**46. Recommend approval of the High School personnel as per Document S.**

**47. Recommend approval of the School Safety and Security Plan updated as of October 2024.**

*Mr. Pollock asked for a motion to adjourn the meeting.*

*Motion was made by Mr. Sorino, seconded by Mr. Dibble, and approved by voice vote for all those present in favor to adjourn the meeting at 7:49 p.m.*

**48. Adjournment**

Motion to Adjourn.

*Respectfully submitted,*



*Peter Crawley, Ed.D.*  
*Board Secretary*

*Roll Call*

*Manasquan  
Personnel,  
as per  
Document 6*

*Manasquan /  
Sending  
District  
Personnel,  
as per  
Document S*

*Adjournment*