

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
October 15, 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, 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

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. Student Board Representative Report

Oath of Office

- **Megan Liggett – Key Club**
- **Donovan Brown – Key Club**
- **Cassidy Murray – Student Council**

8. Presentations

- High School Students of the Month
 - Freshman – Briana Garcia
 - Sophomore – Christopher Martucci
 - Junior – Francesca Tienken
 - Senior – Donovan Brown
- High School Teacher of the Month – Brett Lomas
- Elementary School Student of the Month – Crystal Weng
- Elementary School Teacher of the Month – Andrea Trischitta
- Directors' Reports
 - Report of the Director of Curriculum and Instruction – Rick Coppola
 - Spring 2024 NJSLA Test Results
 - Report of the Director of Special Services – Cindy Cimino
 - Spring 2024 DLM Test Results
 - Report of the Director of School Counseling Services – Lesley Kenney

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.

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.

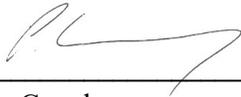
11. Public Forum

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

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

- **Personnel– To be Discussed in Executive Session***
- **Policy**
- **Finance***
 - **2025-2026 Budget Plan of Action**
 - **2025 Manasquan Board of Education Board Meeting Dates***

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

13. Superintendent’s Report & Information Items

- **Enrollment – Document A**
 - **Total Enrollment – 1,391**
 - High School: 917
 - Elementary School: 474
- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Reports, Suspensions & Tardy Reports– Document B**
 - **High School/CLI:**
 - **September 19th – Lock Down Drill**
 - **September 25th – Fire Drill**
 - **Elementary School:**
 - **September 11th – Shelter in Place Drill**
 - **September 24th – 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
- **HIB Monthly Report – Document C**
 - **High School: One Incident, One Confirmed HIB**
 - **Elementary School: Two Incidents, Two Not HIB**

Recommend approval and acceptance of the Superintendent's Report.

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**.

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**.
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.**
- 36. **Recommend** approval of the 2025 Manasquan Board of Education Meeting Schedule, as per **Document N.**
- 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.**

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)

- 42. **Old Business/New Business**

- 43. **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.

44. Roll Call

MANASQUAN

Personnel

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

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.

48. Adjournment

Motion to Adjourn.