

MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING

Manasquan Borough
Manasquan High School Media Center
April 21, 2015
6:00 P.M.

AGENDA

1. Call to Order

Opening Statement: Pursuant to N.J.S.A. 10:4-10, notice of this meeting 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.

2. Pledge of Allegiance

3. Roll Call

Martin Burns	Mark Furey (Belmar)	Colleen Smith
Eugene Cattani	Erik Gardner (SLH)	Alfred Sorino
Kenneth Clayton	Heather Garrett-Muly	Tedd Vitale (Brielle)
Linda DiPalma	Thomas Pellegrino	James Walsh

4. Mission Statement

Manasquan School District's mission is to empower students to reach their potential and become life-long learners. We strive to ensure that students play an active role in their education, are guided by rigorous academic standards aligned with the New Jersey Core Curriculum Content Standards, and function within the community that regards student, educators, and parents as full participants in the educational process. We dedicate ourselves to the realization of a supportive learning environment that nurtures growth, personal integrity and mutual respect.

5. 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 Committee of the Whole meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After the Committee of the Whole approves the matter, it is placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Committee of the Whole Meeting and Closed Executive Session of March 17, 2015 and the Regular Public Board of Education Meeting and Closed Executive Session of March 24, 2015. 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.

7. Student Board Representative Report

8. Presentations

- **Max Hawkins, Co-Captain of the Boys' Varsity Baseball Team**

- Sarah Smith, 2nd Place - 2015 Health Occupations Students of American Competition
- Manasquan High School Boys' Varsity Basketball Team
- Instructional Initiatives and Academies – presented by Rick Coppola, Principal
- Proposed Referendum Preliminary Tax Impact - presented by Mary Lyons, Phoenix Advisors, LLC and Andrea Kahn, Esq., McManimon, Scotland & Baumann, LLC

9. Committee of the Whole

A) Reports/Discussion Items

- Education, Curriculum & Technology
 - Update - St. Denis
 - Update – Security Cameras
 - Revised 2014-2015 School Calendar
 - Referendum Action Plan
- Athletics/Community
 - Update - Title IX Athletics
 - Manasquan High School Surf Team Request
- Personnel – To be discussed in Executive Session
 - Retirements
 - Resignations
 - Leave of Absence
 - Rehire of staff 2015-2016 School Year
- Legal – To be discussed in Executive Session
- Policy/Negotiations
 - QSAC Equivalency Application
 - Budget Efficiency Action Plan
 - The board's negotiations committee met on April 14th.
 - All board members have completed their financial disclosure forms
 - Individual board member transcripts have been handed out this evening
 - We've been informed by the Board of Elections that the school board petitions are available in their office for the November Election
 - Homeschooling Policy
- Finance
 - Update on the NJ Natural Gas Co. Grant
 - The Public hearing on the Budget will be held on Tuesday, April 28th at 6 pm
 - The required budget ad will run in this Thursday's Coast Star
 - The first CDL drawdown for the 2014/15 school year in the amount of \$300,000 was done on 4/15/15
 - We have received correspondence from the NJ DOE that there has been an extension granted for districts to secure the local share of their ROD Grant projects until June 2016
 - Discussion of NJSBA's resolution regarding the Governor's plan to shift responsibility for pension and benefits to local school districts

- **Buildings & Grounds**
 - Update on Soil Testing – Mr. Underwood has informed us that the field work is going well and should be completed no later than the mid to end of this week. Final written reports will be received when complete. We will keep you up to date on the progress of this work.
 - Update on Eagle Scout Project

10. Superintendent's Report & Information Items

- Enrollment – **Document**
- Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– **Document**
- HIB Report – **Document**

Recommend approval and acceptance of the Superintendent's Reports.

11. 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. During the public participation portions of this meeting, 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.

12. MANASQUAN

General Items

- A) **Recommend** approval of the **adoption of the final 2015-2016 School District Budget** as listed below and as per the advertised budget - **Document** .

BE IT RESOLVED that the final budget be approved for the 2015-2016 School Year using the 2015-2016 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:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
<i>2015-2016 Total Expenditures</i>	<i>\$23,731,297</i>	<i>\$413,855</i>	<i>\$988,325</i>	<i>\$25,133,477</i>
<i>Less: Anticipated Revenues</i>	<i>\$10,779,014</i>	<i>\$413,855</i>	<i>-0-</i>	<i>\$11,192,869</i>
<i>Taxes to be Raised</i>	<i>\$12,952,283</i>	<i>-0-</i>	<i>\$988,325</i>	<i>\$13,940,608</i>

Personnel

Discussed in Executive Session

Professional Days

B) **Recommend** approval of the **attendance** of staff members at conferences/workshops indicated below:

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
April 22, 2015	Christin Walsh	Spring Lake Heights	Reading Program Collaboration	No	\$100.00 Title II Grant Funds
April 22, 2015	Kindle Kunseak	Spring Lake Heights	Reading Program Collaboration	No	\$100.00 Title II Grant Funds
April 24, 2015	Justine Rotante	White Plains, NY	Autism Behavior Workshop	Yes	None
April 23, 2015	Amelia Gliddon Kali Mura	Liberty Science Center	NGSS Workshop	Yes-2	\$34.72 mileage

Student Action

Field Trips

C) **Recommend** approval of the field trips listed below:

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
April 23, 2015	Cathy Taft	4 th Grade	St. Catherine School	Spelling Bee	Yes	None	None

Placement of Students on Home Instruction

D) **Recommend** that the following student(s) be placed on home instruction, as recommended by the Child Study Team:

Placement of Students Out of District

E) **Recommend** approval of the revised out of district placement list, as recommended by the Child Study Team as per **Document** .

F) **Recommend** approval of Monica Peters, Bilingual Eval. Services, to conduct a Bilingual Psychological Evaluation at a rate of \$495.00; and Nilda Collazo, Bilingual Speech, to conduct a Bilingual Speech/Language Evaluation at a rate of \$550.00; and Vivette Peacock, Peacock Consulting, LLC to conduct an Educational Evaluation at a rate of \$400.00, for elementary student #252035 as part of a Child Study Team Evaluation.

Secretary's Report

G) **Recommend acceptance** of the following **Financial Reports, Elementary School Central Funds Report, Purchase Orders and Payment and Confirmation of Bills (Current Expense)**.

The Business Administrator/Board Secretary certifies that as of **March 31, 2015** 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 \$ 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 **March 31, 2015** 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, 2015** per Document. (The Treasurer of School Moneys Report for the month of **March 2015** 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, 2015** 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 **2014-2015 budgets** for **March and April** as recommended by the Superintendent of Schools, as per Document.

Recommend acceptance of the **Elementary School Central Funds Report** for the month ending **March 31, 2015** as per Document.

Purchase Orders for the month of **April 2015** be approved, as per Document.

Recommend acceptance of the **Cafeteria Report** as per Document.

Be It Resolved: that the **Bills (Current Expense)** in the amount of \$ for the month of **April 2015** be approved. Records of, checks (#- #) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for **March 2015** at \$ and checks (#- #).

13. MANASQUAN/SENDING DISTRICTS

General Items

H) Recommend approval of the revision to the 2014 - 2015 School Year Calendar as per Document.

I) Recommend approval to advertise for the purpose of soliciting bids for Trash Collection Services for 2015-2016, with a multi-year option. The Bid Specifications will be reviewed and approved by the board solicitor prior to release.

J) Recommend approval of the SAC internship placement of Paul J. Charette for 300 hours from September 2015-December 2015.

- K) Recommend** approval to apply for the QSAC Equivalency Process for High Performing Districts.

Personnel

Discussed in Executive Session

Athletics

Discussed in Executive Session

Professional Days

- L) Recommend** approval of the **attendance** of staff members at conferences/workshops indicated below:

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
April 30, 2015	Leigh Busco	Monmouth University	Suicide Risk Assessment	No	\$3.61 Mileage
May 13-15, 2015	Frank Kasyan	Atlantic City, NJ	NJASA Conference	No	\$43.40 Mileage (each) Registration-\$475.00 Accommodations -\$238.00
May 13-15, 2015	Jesse Place	Atlantic City, NJ	NJASA Conference	No	\$43.40 Mileage (each) Registration-\$525.00 Accommodations -\$238.00
June 22-26, 2015	Kevin Hyland	St. Louis	NATA Clinical Symposium	Yes	None
April 20, 2015	Kevin Hyland	Cedar Grove	Sports Medicine	Yes	\$124.00 Mileage

Student Action

Field Trips

- M) Recommend** approval of the field trips listed below:

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
April 29, 2015	Dina Elms	Guidance	NYC Public Library	Tour Library	No	None	None
April 30, 2015	Lisa Crowning	AP Biology	Pt. Boro High School	Tournament	No	TBD	TBD

Placement of Students on Home Instruction

- N) Recommend** that the following student(s) be placed on home instruction, as recommended by the Child Study Team:

#182430	Grade 9	February 18, 2015 – April 1, 2015 (Hospitalization)
#161806	Grade 10	April 15, 2015 – TBD (Hospitalization)
#1991	Grade 10	March 21, 2015-March 31, 2015 (Hospitalization)

Financials

- O) Recommend** acceptance of the following **High School Central Funds Report** for the month ending **March 31, 2015** as per **Document**.

14. Old Business/New Business

15. Public Forum

16. Executive Sessions

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 may 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 sixty (60) 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 Privilege
- X 8. Personnel Matters (Hiring, Leave of Absence, Contract Renewal 2015-2016 SY, Retirements, Resignations)
- ___ 9. Imposition of Penalties Upon an Individual

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

17. Adjournment

Motion to Adjourn