

MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING

Manasquan Borough
Manasquan High School Media Center
July 15, 2014
7:00 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. Oath of Office – Mr. Erik Gardner, Spring Lake Heights Representative

4. Roll Call

Donna Bossone
Jack Campbell
Kenneth Clayton
Linda DiPalma

Mark Furey (Belmar)
Erik Gardner (SLH)
Heather Garrett-Muly
Thomas Pellegrino

Alfred Sorino
Tedd Vitale (Brielle)
James Walsh
Patricia Walsh

5. 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.

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 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.

7. Acceptance of Minutes

Recommend approval and acceptance of the minutes of the Committee of the Whole Meeting and the Executive Session Minutes of June 17, 2014 and the Regular Public Meeting of June 24, 2014. Executive Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed session no longer exists.

8. Presentations

9.

A) Discussion Items for July 22, 2014 Agenda

B) Reports

- **Education, Curriculum & Technology – Agenda Items***
 - Full Day Integrated Preschool/Discussion – Handout
 - 2014 High School Testing Report - Handout
- **Athletics/Community – to be discussed in Executive Session**
 - Volunteer Assistant Football Coaches
 - Volunteer Assistant Swimming Coach
 - Assistant Field Hockey Coach
- **Personnel – to be discussed in Executive Session**
 - Technology Communications Assistant
 - Summer positions
 - Stipend Positions
 - Leaves of Absence(s)
 - Extra Classes – Teacher appointments
 - Coaching / Advisor appointments
 - Amendment to School Business Administrator’s contract
- **Legal – to be discussed in Executive Session**
 - Ice Hockey Contract
- **Policy – Agenda Items***
 - 2nd Reading
 - 7522 – School District Provided Technology Devices to Staff Members*
 - 7523 – School District Provided Technology Devices to Pupils*
 - Bylaw # 0167 – Public Participation in Board Meetings - Discussion
- **Finance – Agenda Items***
 - FEMA – CDL update/Discussion
 - Update on fixed assets
- **Buildings & Grounds – Agenda Items***
 - Security Concerns – Discussion
 - Obtaining quotes for additional cameras for both buildings for areas that currently don’t have cameras
 - EYEMetrics Identity System – visitor would provide a drivers license which would be swiped and the information would be cross referenced with the registered sex offender database.
 - Lack of key system in all buildings and/or swipe card system
 - 3M film for windows and doors – prevents glass from shattering
 - Bernie has requested the Department of Corrections come and do work on school grounds August 11- 15th.
- **60 Day Plan**
- **Strategic Planning – Handout**
- **Professional Services**
 - Architect
 - Engineer

10. Superintendent’s Report & Information Items

- Correspondence from Michael Gross regarding Sport Safe

Recommend approval of the acceptance of the Superintendent’s Reports as listed below:

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

11. Student Board Representative Report

12. 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. 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.

13. MANASQUAN

General Items

A) **Recommend** approval of the 2nd Reading of the following policies as per **Document:**

- **7522** – School District Provided Technology Devices to Staff Members
- **7523** – School District Provided Technology Devices to Pupils

B) **Recommend** approval of transportation contracts and agreements for the Extended School Year transportation, beginning July 1, 2014 through August 30, 2014, as per Document _____.

C) **Recommend** approval for application of funds for **2015 FY** for the **NCLB** allocation in the amount of **\$119,029.00** (Title 1 \$85,957.00 and St. Denis \$1,456.00, Title IIA Manasquan \$21,791.00 and St. Denis \$1,897.00, Title III \$7,928.00).

D) **Recommend** approval for Dr. Alison Smoller to perform a neurodevelopmental assessment for student # 232127 at a rate of \$450.00.

E) **Recommend** approval to obtain psychiatric assessment of student # 2241 for purposes of completing CST referral with Dr. Worth at a rate of \$500.00.

Personnel

Discussed in Executive Session

Professional Days

No professional days at this time.

Student Action

Field Trips

No field trips at this time.

Placement of Students on Home Instruction

No placements at this time.

Secretary's Report

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 **June 30, 2014** 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 **\$2,095,838.66** 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. 6:20-2A.10(d), the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **June 30, 2014** 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 **June 30, 2014** per Document. (The Treasurer of School Moneys Report for the month of **June 2014** is on file in the Business Office and is in balance with the Secretary's Report).

Pursuant to N.J.A.C. 6:20-2A.10(e), 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 **June 30, 2014** 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 **2013-2014 budgets** for **June and July** as recommended by the Superintendent of Schools, as per Document.

Recommend **acceptance** of the **Elementary School Central Funds Report** for the month ending **June 30, 2014** as per Document.

Purchase Orders for the month of **July 2014** 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 **July 2014** be approved. Records of, checks (#- #) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for **June 2014** at \$ and checks (#- #).

14. Manasquan Agenda Approval

Be It Resolved that the agenda for the regular public board meeting on **July 22, 2014** as may have been modified, is hereby approved.

15. MANASQUAN/SENDING DISTRICTS

General Items

A) **Recommend** approval of the Resolution authorizing The Rugby School at Woodfield to provide free school lunches to its students, as per Document _____.

B) **Recommend** approval of the acceptance of a donation of a Sohmer grand piano from Mr. Tim Broege for use in the Manasquan High School, in accordance with Board Policy 7230 – Gifts, Grants and Donations. (approximate value \$1,500)

- C) **Recommend** approval to move the line of coverage for School Leaders Professional Liability from Zurich Insurance to the School Alliance Insurance Fund (SAIF), effective July 1, 2014, on the recommendation of Boynton & Boynton, our Insurance Broker of Record, as per Document _____. (Three year commitment with SAIF approved on June 25, 2013, effective July 1, 2013 – July 1, 2016)
- D) **Recommend** approval of the Monmouth-Ocean Educational Services Commissions (MOESC) Cooperative Transportation Commencement Agreement for the 2014-2015 school year, as per Document _____.
- E) **Recommend** approval to create a new position in the Board of Education Office for the 2014-2015 SY: (position was included in the 2014-2015 school budget, job description was approved on June 24, 2014)
- Technology Communications Assistant – TCN.BO.TECH.NA.03
- F) **Recommend** approval of Pam Puryear to complete 18 hours of tutoring for the ESY for student # 2075 at a rate of 50.00 per hour for a total of \$900.00.
- G) **Recommend** approval of a renewal of the original 2013-14 contract between the Manasquan Board of Education and Briggs Transportation, Point Pleasant Beach, NJ for 2012-2013 Athletic & Co-Curricular Transportation – VANS ONLY, in the renewal estimated contract amount of \$22,575.18 based on the 1.69% allowable CPI.
- H) **Recommend** approval of a renewal of the original 2013-14 contract between the Manasquan Board of Education and First Student, Neptune City, NJ, for 2014-2015 Athletic & Co-Curricular Transportation – BUSES ONLY, in the renewal estimated contract amount of \$112,896.24, based on the 1.69% allowable CPI.
- I) Recommend approval **Recommend approval** of the adoption of the following textbooks for the **2014-2015 SY**:
- TEXTBOOK/PUBLISHER**
 AP Biology: Campbell: Biology in Focus AP Edition 1e 2014 (Pearson)
 Chemistry: Timberlake, Basic Chemistry, 4rd Edition 2014 (Pearson)
 Honors Chemistry: Modern Chemistry 2012 (Holt McDougal)
- J) Recommend approval for an exchange student (JNS) from Spain, residing in Manasquan, to attend Manasquan High School for the 2014 – 2015 school year.

Personnel

Discussed in Executive Session

Athletics

Discussed in Executive Session

Professional Days

- K) **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>
July 30, 2014	Rich Read	Raritan Valley Community College	Financial Education Boot Camp 2014	No	\$36.78 mileage

August 7, 2014	Lynn Coates	Atlantic Cape Community College, Mays Landing	CEFM (Facility Manager) Update	No	\$225 registration
October 28 – 30, 2014	Dr. Frank Kaysan, Lynn Coates, All Board Members	NJSBA Workshop	To stay current with State initiatives and updates	No	\$1,200 group registration

Student Action

Field Trips

No field trips at this time.

Placement of Students on Home Instruction

No home instruction placements at this time.

Placement of Students Out of District

No out of district placements at this time.

Financials

Recommend acceptance of the following High School Central Funds Report for the month ending June 30, 2014 as per Document .

16. Manasquan/Sending Districts Agenda Approval

Be It Resolved that the agenda for the regular public board meeting on July 22, 2014 as may have been modified, is hereby approved.

17. Public Forum

18. Old Business/New Business

19. 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 at _____, 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 on 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
- 8. Personnel Matters
- 9. Imposition of Penalties Upon an Individual

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

20. Public Forum

21. Adjournment

Motion to Adjourn