

MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING

Manasquan Borough
Manasquan High School Media Center
August 19, 2014
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

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

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 approval and acceptance of the minutes of the Committee of the Whole Meeting and the Executive Session Minutes of July 15, 2014 and the Regular Public Meeting and the executive Session Minutes of July 22, 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.

7. Presentations

- **Professional Services**
 - **Architect of Special Projects**
 - **Engineer of Special Projects**

8.

A) Discussion Items for August 26, 2014 Agenda

B) Reports

- Education, Curriculum & Technology – Agenda Items*
 - Curriculum List*
 - Textbook List*
- Athletics/Community – to be discussed in Executive Session
 - Varsity Boys’ Lacrosse Coach
- Personnel – to be discussed in Executive Session
 - Resignations
 - New teacher appointments
 - Substitute pay rates – annual approval
 - Substitutes for the 2014-2015 school year
- Legal – to be discussed in Executive Session
 - Ice Hockey Contract
 - Invoices from Matrix Newworld
- Policy – Agenda Items*
 - Policy #2415.04, Title I – District-Wide Parental Involvement – annual approval*
 - Policy #7523 – School District Provided Technology Devices to Pupils – 2nd Reading* - will be an action item
- Finance – Agenda Items*
- Buildings & Grounds – Agenda Items*
 - Storm Damage Update
 - Obsolete Equipment* - will be an action item

9. Superintendent’s Report & Information Items

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

- Enrollment – no report for the month
- Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– no report for the month
- HIB Report – no report at this time
- Update on Integrated Preschool

10. Student Board Representative Report

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. 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 to dispose of the following items as per **Document**. These items are unable to be repaired or refurbished due to storm/water damage.
- B) **Recommend** approval of the 2nd Reading of the following policy as per **Document**:
- **7523** – School District Provided Technology Devices to Pupils
- C) **Recommend** approval of the Comprehensive Equity Plan for the 2014-2015 SY as per **Document**.
- D) **Recommend** approval of the establishment of a Central Fund Account, Class of 2023, in the Elementary School Central Fund.
- E) **Recommend** to re-approve the annual Manasquan Board of Education Policy #2415.04, Title I – District-Wide Parental Involvement as per **Document**:
- F) **Recommend** approval that the following prices be charged to students and adults for lunches and milk for the 2014-2015 SY:
- | | |
|---|--|
| Paid Type Lunch for Students: | \$2.50 (K-4) \$2.75 (5-8) \$3.00 (HS) |
| Paid Lunch for Adults: | \$3.50 |
| Reduced Type A Lunch for Students: | \$.40 |
| A la cart milk per half-pint for Students: | \$.45 |
| A la cart milk per half-pint for Adults: | \$.50 |
- G) **Recommend** approval of the Resolution Indemnity and Trust Renewal Agreement with the New Jersey Schools Insurance Group for a (3) year period beginning July 1, 2014 through July 1, 2017, as per attached **Document**
- H) **Recommend** approval of Dr. Michele Havens to provide 6 hours of BCBA Support for student # 22271 @ an hourly rate of \$125.00 for the extended school year programming, not to exceed \$750.00.
- I) **Recommend** approval of Dr. Michele Havens to provide 4 hours of BCBA Support monthly for student # 22271 @ an hourly rate of \$125.00 for the 2014-2015 SY, not to exceed \$ 5,000.00.
- J) **Recommend** approval of Barbara O’Boyle to provide 25 hours of physical therapy for students requiring extended school year services per IEP recommendations at a rate of 80.00 per hour not to exceed \$ 2000.00.
- K) **Recommend** approval of Barbara O’Boyle to provide 200 hours of physical therapy for students requiring services per IEP recommendation for the 2014-15 SY at a rate of 80.00 per hour not to exceed \$ 16,000.00.

- L) **Recommend** approval for Rebecca Richards, William Patterson University student, to complete her clinical practicum as a Speech Language Pathologist for the Fall 2014 semester.

Personnel

Discussed in Executive Session

Professional Days

- M) **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>
2014-2015 School Year	Teresa Savage	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$300.00
2014-2015 School Year	Lorissa Voorhees	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$300.00

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 **July 31, 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: 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 **July 31, 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 **July 31, 2014** per **Document**. (The Treasurer of School Moneys Report for the month of **July 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 **July 31, 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 **2014-2015 budgets** for **July and August** as recommended by the Superintendent

of Schools, as per Document.

Recommend **acceptance** of the **Elementary School Central Funds Report** for the month ending **July 31, 2014** as per Document.

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

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

13. Manasquan Agenda Approval

Be It Resolved that the **agenda for the regular public board meeting on August 26, 2014** as may have been modified, is hereby approved.

14. MANASQUAN/SENDING DISTRICTS

General Items

A) **Recommend** approval to ratify the actions of the Superintendent with regards to the following purchases:

- Eyemetrics System (SHI International) \$8,180.00
- Aesop (Frontline) \$9,591.00
- 3M Film \$6,881.00

B) **Recommend** approval of the establishment of a Central Fund Account, Class of 2018, in the High School Central Fund.

C) **Recommend** that the Manasquan Board of Education approve an agreement for the use of Sea Girt Armory for the Athletic/Sports Programs for the 2014-2015 school year in the amount of \$6,026.27.

D) **Recommend** approval of the following pay rates for non-staff at school sponsored events for the 2014-2015 SY:

<u>Ticket Sellers - \$55.00</u>	<u>Ticket Takers - \$50.00 Security - \$50.00</u>
<u>Clock Operators - \$45.00</u>	<u>Public Address Announcer for Varsity Football and Varsity Basketball Games - \$50.00</u>

E) **Recommend** approval of the shared services agreement between the Manasquan Board of Education and the Point Pleasant Beach Board of Education for a cooperative sports program for the 2014 – 2015 school year in the amount of \$17,000.00.

F) **Recommend** approval of the **Curriculum list** for the **2014-2015** School Year as per Document

G) **Recommend** approval of the **Textbook list** for the **2014-2015** SY as per Document

H) **Recommend** approval of Jersey Shore Sports Medicine Center – Dr. Stephen G. Rice, to

serve as the Manasquan School District medical officer (school physician) for the 2014-2015 school year at an annual rate of \$7,500.

- I) **Recommend** approval for an exchange student (ZZ) from China, residing in Belmar, to attend Manasquan High School for the 2014 – 2015 school year as a parent paid tuition student at a cost of \$13,100.00 for the school year.

Personnel

Discussed in Executive Session

Athletics

Discussed in Executive Session

Professional Days

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

Date	Name	Destination	Purpose	Sub	Cost
2014-2015 School Year	Dr. Frank Kasyan	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$2,500.00
2014-2015 School Year	Lynn Coates	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$1,000.00
2014-2015 School Year	Margaret Polak	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$600.00
2014-2015 School Year	Ron Kornegay	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$700.00
2014-2015 School Year	Rick Coppola	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$200.00
2014-2015 School Year	Sandi Freeman	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$300.00
2014-2015 School Year	Robert Kehoe	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$600.00

2014-2015 School Year	Pam Cosse	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$300.00
2014-2015 School Year	Susan Lord VanNote	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$500.00
2014 – 2015 School Year	Margaret Polak	Freehold	Monthly meetings w/County Supervisors	No	\$39.46 mileage each trip \$394.60 mileage
2014-2015 School Year	Kevin Hyland	To be reimbursed .31 a mile for mileage related to job duties	As per contract		Not to exceed \$200.00

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 **July 31, 2014 as per Document** .

15. Manasquan/Sending Districts Agenda Approval

Be It Resolved that the agenda for the regular public board meeting on August 26, 2014 as may have been modified, is hereby approved.

16. Public Forum

17. Old Business/New Business

18. 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
- X 7. Litigation or Contract Matters or Att./Client Privilege
- X 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.

19. Public Forum

20. Adjournment

Motion to Adjourn