

MANASQUAN SCHOOL DISTRICT
COMBINED COMMITTEE OF THE WHOLE AND REGULAR PUBLIC
BOARD OF EDUCATION MEETING

Manasquan Borough
Manasquan High School Media Center
September 23, 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 | Mark Furey (Belmar) | Alfred Sorino |
| Jack Campbell | Erik Gardner (SLH) | Tedd Vitale (Brielle) |
| Kenneth Clayton | Heather Garrett-Muly | James Walsh |
| Linda DiPalma | Thomas Pellegrino | 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 with Action and the Executive Session Minutes of August 19, 2014 and the Regular Public Meeting and the Executive Session Minutes of August 26, 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

- Marina Mabrey - For being selected to the USA U18 Women's Basketball Team

- Lisa Kukoda – For being selected the New Jersey State Coaches Association 2013-2014 Coach of the Year for Girls Basketball
- Tenured Teachers
- New Faculty and Staff
- Advanced Placement Teachers

8. Superintendent's Report

- **Board Retreat – October 14, 2014 at 6:00 P.M.**

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

- Enrollment – **Document A**
- Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– **no report for the month**
- HIB Report for the month of September – **Document B**
- HIB Report – HIB Investigations, Trainings and Programs Data Collection – January 1, 2014 through June 30, 2014
- New Jersey Department of Education School Self-Assessment Report – **Document C**

Information Items

- Statement from Board of Education President, Mr. Thomas Pellegrino
- Comment from Mr. Joseph Passiment, Executive County Superintendent
- Cenergistic Presentation - Mr. Charles D. Fasnacht, III, President, College and University Division
- **Committee of the Whole**
- **Education, Curriculum, Technology & Security**
 - **French Instructor**
 - **High School Security Paraprofessional – Full time**
 - **Update on high school fire**
- **Buildings & Grounds**
 - **Meeting with architect and engineer**
 - **Compliments to the facilities staff**

9. Student Board Representative Report

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. 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.

MANASQUAN

General Items

11. **Resolution:** to appoint the following persons to positions specified for the period beginning

September 3, 2014 and ending at the next organization meeting of the Manasquan Board of Education:

- Custodian of Public Records Tara Hudson
- Safety Coordinators
 - District Timothy Clayton
 - Elementary School Colleen Graziano
 - High School Rick Coppola

12. Recommend approval for Jaclyn Wolfe to provide behavioral support to a student on an as needed basis for the 2014-2015 SY @ \$40.00 an hour, not to exceed 6 hours per week. (Pending criminal history approval)

13. Recommend approval of **Nilda Collazo, Bilingual Speech, LLC** to conduct Bilingual Speech & Language Evaluation not to exceed \$550.00, and **Monica Peter, Bilingual Evaluation Service, LLC**, to conduct Bilingual Psychological Evaluation not to exceed \$495.00 for elementary student #112311 as part of a Child Study Team evaluation.

14. Recommend approval to dispose of the following obsolete items as per **Document D**.

15. Recommend approval of the following items to be purchased from Dell by Middlesex Regional Education Services Commission for St. Denis under the N.J. Nonpublic School Technology Initiative Program:

6 Dell Latitude 3340 (210-ABYX) Computers @ \$548.52 each Total: \$3,291.12

16. Recommend approval for Barbara O’Boyle, AA Physical Therapy 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 \$2,000.00.

17. Recommend approval for Barbara O’Boyle, AA Physical Therapy 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.

Personnel / Athletics

18. Recommend approval of the Elementary School personnel as per **Document E**.

Professional Days

19. 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 | Colleen Graziano | Neptune High School | Monmouth County Curriculum Consortium Monthly Meetings | No | None |
| 2014 – 2015 School Year | Nancy Sanders | Office of Human Services, Freehold | To continue crisis management, intervention, through articulation and training | No | \$106 mileage for the year |

| | | | | | |
|---------------------------|---------------------------------------------------------------------------------------------------------------------------|------------------------------------|-------------------------------------------------------------------------------------------------------|---------|-----------------------------------------------------------------------|
| September 24, 2014 | Richard Kirk | Southern Regional Institute & ETTC | Transitioning to the Next Generation Science Standards Workshop | No | \$36 mileage |
| September 25, 2014 | Jen Dyer | Online | New assessment training | Yes | None |
| September 26, 2014 | Theresa Innarella | Online | New assessment training | Yes | None |
| September 29, 2014 | Danielle Romano | Online | New assessment training | Yes | None |
| September 29, 2014 | Nancy Sanders | Monmouth County Vocational School | To review the application process | No | \$10.54 mileage |
| October 1, 2014 | Lisa Kukoda, Kim Craig, Jillian Berra, Andrea Trischitta, Rob Markovitch, Laura Wahl, Tom Russoniello, Kristine Yellovich | Belmar Elementary School | ELA PARCC Alignment for Middle School Teachers | Yes - 4 | \$40 each registration \$2.50 each mileage |
| October 6, 2014 | Jill Wells | Belmar Elementary School | Meeting with sending district occupational therapists | No | None |
| October 6 & 7, 2014 | Teri Trumpbour | Long Branch | Art Educators of NJ Fall Conference | Yes | None |
| October 7, 8, 9, 10, 2014 | Brian McCann | Atlantic City | Crisis Intervention Training | Yes | \$2,285 registration *paid for through IDEA grant \$175.52 mileage |
| October 9, 2014 | Kimberly Craig | New York City | Comic Con – discussions on aligning comics and graphics to the common core standards in language arts | Yes | None |
| October 23 & 24, 2014 | Teresa Savage | Atlantic City | Annual Autism Conference | No | \$500 registration \$117.38 mileage + parking |
| October 24, 2014 | Colleen Graziano | Oyster Point, Red Bank | Monmouth County Roundtable Workshops | No | \$11.58 mileage |
| October 26, 2014 | Oriana Kopec | Long Branch | NJ Association of School Librarians Fall Conference | No | \$125 registration \$27.28 mileage |
| October 28, 2014 | Luke Akins | Lawrenceville | Adaptive Physical Education Conference | Yes | \$70 registration \$29.76 mileage |

| | | | | | |
|------------------------|-----------------|-----------|-------------------------------------|-----|---------------------------------------|
| December 2, 3, 4, 2014 | Alyse Leybovich | Princeton | Wilson Reading Program Introduction | Yes | \$650 registration \$75.33 mileage |
|------------------------|-----------------|-----------|-------------------------------------|-----|---------------------------------------|

Student Action

20. Field Trips

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> |
|------------------|--------------------------|-----------------------------------------------|--------------------|--------------------------------------------------|------------|--------------------------|-------------------|
| October 16, 2014 | Alyse Leybovich | Kindergarten | Wemrock Orchards | The children will participate in fall activities | No | None | Students |
| March 6, 2015 | Katie Kappy & Donna Mead | 1 st Grade & 2 nd Grade | Algonquin Theater | To enhance literary experience | No | None | None |

Placement of Students on Home Instruction

21. No placements at this time.

22. 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 **August 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. 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 **August 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 **August 31, 2014** per **Document F**. (The Treasurer of School Moneys Report for the month of **August 2014** 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 **August, 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 August and September** as recommended by the Superintendent of Schools, as per **Document F**.

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

Purchase Orders for the month of **September 2014** be approved, as per **Document H**.

Recommend **acceptance** of the **Cafeteria Report** as per **no report at this time**.

Be It Resolved: that the **Bills (Current Expense)** in the amount of **\$1,270,017.55** for the month of **September 2014** be approved. Records of, checks (**#35014 - #35094**) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for **August 2014** at **\$1,151,064.12** and checks (**#34850 - #35013**).

MANASQUAN/SENDING DISTRICTS

General Items

23. **Recommend** approval of emergency contract with Serv Pro of Freehold in the amount of \$6,497.71 to remove water from the basement of the Manasquan Administrative Office Building and the storage garage area of the Manasquan Elementary School after the storm that occurred during the early morning hours of Wednesday, August 13, 2014. The use of Serv Pro was reported to the Board of Education at the August 19, 2014 Committee of the Whole Meeting. Invoice as attached as per **Document 1**.
24. **Recommend** approval of the following:
- Ice Rental Agreement between Athletic Community Team, LLC, d/b/a Jersey Shore Arena and the Manasquan Board of Education for the 2014-2015 school year in the amount of \$36,750.00 as per **Document**.
 - The use of the Atlantic Club Tennis Courts for State Tennis Matches (Boys & Girls) if needed at a fee of \$250.00 for five courts for two hours each day
 - The following off-site facilities to be used for practice and inclement weather practices during the 2014-2015 school year at no cost to the district:
 - Wall Township Board of Education Track Facility
 - Point Pleasant Board of Education Track Facility
 - Spring Meadow Golf Course, Wall Township
 - Wall Indoor Softball Facility
 - The Sports Center (Baseball), Wall Township
 - Good Sports USA, Wall Township
25. **Recommend** approval of Dr. Worth, Psychiatrist, to conduct psychiatric evaluation at a rate of \$500.00 for high school student #161669 as part of a Child Study Team Evaluation.
26. **Recommend** approval of the following 2014-2015 Vocational Full-time and Shared-time placements:
- | | |
|--------------------------------------------------|---------------------|
| 5 students – Academy of Allied Health & Science | \$30,000 |
| 6 students – Biotechnology High School | \$36,000 |
| 13 students – Communications High School | \$78,000 |
| 4 students – High Tech High School | \$24,000 |
| 8 students – Marine Academy of Science and Tech. | \$48,000 |
| 7 students – Career Center (shared-time) | \$36,400 |
| 1 student – Aberdeen Vocational (shared-time) | \$820 |
| 1 student – Keyport Vocational (shared-time) | <u>\$820</u> |
| Total 2014-2015 Vocational | \$254,040.00 |
27. **Recommend** approval of Professional Education Services to provide home instruction for student #17188 for 10 hours per week at \$30.00 per hour beginning September 5, 2014 through October 31, 2014.

28. Recommend approval of the following resolution:

WHEREAS, the Manasquan Board of Education is committed to promoting energy conservation education and training in order to develop programs to effectuate methods to reduce energy consumption throughout the School District.

NOW, THEREFORE, BE RESOLVED in accordance with N.J.S.A. 18A:18A-4.1, the District’s Business Administrator is hereby authorized to take any and all action necessary to prepare a request for proposal to solicit services performed by an organization engaged in providing energy conservation education and training services to train employees of the Manasquan Board of Education to reduce energy consumption; said solicitation for the RFP shall be in accordance with N.J.S.A. 18A:18A-4.5.

BE IT FURTHER RESOLVED that the District professional staff is hereby authorized to take any and all action necessary to effectuate the purposes of this resolution as per **Document 2.**

29. Recommend approval for **Jenna Glennon, LLC**, M.A.T., BCBA, to provide behavioral consultation to the district for the SY 14-15 at a rate of \$115.00 per hour not to exceed \$23,460.00.

Personnel / Athletics

30. Recommend approval of the High School personnel as per **Document 3.**

Professional Days

31. 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> |
|-------------------------|------------------------------|-------------------------------------|-----------------------------------------------------------------------------------------------------------------|------------|-------------------------------------------|
| TBD | Dottie Gerlach | Middletown | Monmouth County Girls Tennis Tournament | No | \$28.21 mileage |
| 2014 – 2015 School Year | Leigh Busco | Various locations - changes monthly | Association of Student Assistance Professionals monthly meetings | No | \$89.28 total mileage for the school year |
| September 30, 2014 | Andrea Mahon Jesse Place | Princeton | AESOP Workshop | No | \$24.60 each mileage |
| October 3, 2014 | Sandi Freeman | Freehold | Department of Education Child Nutrition update | No | \$10.32 mileage |
| October 9, 2014 | Harry Harvey Thomas Glenn | New York City | Comic Con – discussions on aligning comics and graphics to the common core standards in language arts & science | Yes | None |
| October 8, 2014 | Donald Bramley | Middlesex County College | Bilingual/ESL Supervisors Training Sessions | No | None |

| | | | | | |
|----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|----------------------------------------------------|-----------------------------------------------------------------------|-----|------------------------------------------------------------------------------------|
| October 13, 2014 | Antoinette Capodanno | ESL Workshop | Content related strategies | Yes | \$150 registration |
| October 16, 2014 | Susan VanNote | Monmouth County Career Center | LDTTC Consortium | No | \$10.69 mileage |
| October 17, 2014 | Dr. Frank Kasyan | Middlesex County Vocational School, East Brunswick | Commissioners Annual Convocation | No | \$18.85 mileage |
| October 21, 2014 | James Fagen | New Brunswick | Mock Trial Workshop | Yes | \$12.71 mileage |
| October 24, 2014 | Dina Elms Lauren Gilbert | Atlantic Cape Community College, Cape May Campus | New Jersey Assoc. College Admission Counseling for SGO's and Naviance | No | \$40 each registration \$31 mileage |
| October 23 & 24, 2014 | Craig Murin | New Brunswick | Assoc. of Mathematics Teachers of NJ Annual Conference | Yes | \$265 registration \$58.40 mileage |
| October 28, 29, 30, 2014 | Dr. Kasyan – 2 H. Garrett Muly – 2 P. Walsh – 2 F. Sorino – 2 T. Pellegrino - 1 | Atlantic City | NJSBA Workshop | No | \$963 hotel accommodations |
| October 28, 29, 30, 2014 | Dr. Kasyan | Atlantic City | NJSBA Workshop | No | \$165 m/i Approx. \$90 mileage Approx. \$60 tolls Approx \$75 parking |
| October 28, 29, 30, 2014 | Lynn Coates | Atlantic City | NJSBA Workshop | No | Approx. \$75 parking |
| October 29 & 30, 2014 | Tom Pellegrino | Atlantic City | NJSBA Workshop | No | \$99 m/i Approx. 43.99 mileage Approx. \$40 tolls Approx. \$50 parking |
| October 28, 29, 30, 2014 | H. Garrett Muly P. Walsh F. Sorino | Atlantic City | NJSBA Workshop | No | \$165 m/i Approx. \$43.99 mileage Approx. \$40 tolls Approx. \$75 parking |
| October 28, 29, 30, 2014 | Donna Bossone Jack Campbell Ken Clyton Linda DiPalma James Walsh | Atlantic City | NJSBA Workshop | No | Approx. \$131.88 mileage Approx. \$60 tolls Approx. \$75 parking |
| October 29, 2014 | Meredith Morris | Mercerville | Curriculum Conference | Yes | \$115 registration \$10 mileage |
| October 14, November 20, December 9, January 20, February 24, March 24, April 14 | Lynn Coates | Mt. Laurel | NJSBA Professional Development Workshops | No | \$37.31 mileage each trip |
| November 1, 2014 | Ryan Basaman | Verona High School | AP Workshop - Statistics | Yes | \$215 registration \$38.56 mileage |

| | | | | | |
|------------------------------------|------------------------------------------------------------------|-----------------------|---------------------|------------|------|
| October 30, 2014 March 12, 2015 | Claire Kozić, Kevin Hyland, Eric Wasnesky, Rick Coppola | Rutgers University | Faculty Meeting | Yes - 3 | None |
| December 11, 2014 May 7, 2015 | Claire Kozić, Lauren Gilbert, Rick Coppola | Rutgers University | Advisory meeting | Yes - 1 | None |

Student Action

32. Field Trips

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> |
|----------------------------------------|--------------------|------------------------------|------------------------------|-----------------------------------------------------------|-------------------|---------------------------------|----------------------------------|
| October 12, 2014 | Alan Abraham | Marching Band | Seaside Heights | Columbus Day Parade | No | \$550 transportation | |
| October 17, 2014 | Jason Bryant | AP US & World History | Allaire Village, Farmingdale | To visit historic museum and village | Yes - 2 | None | |
| October 17, 2014 | John Driscoll | Academy of Finance | Wall St., New York | Historical tour of Wall Street and the financial district | Yes - 4 | | School/ Academy of Finance acct. |
| October 23, 2014 | Leigh Busco | Student Assistance Counselor | Centra State | Annual Teen Wellness Summit | No | \$250 transportation | |
| November 15, 2014 | Martin Januario | French Club | Princeton Univ. | To visit the art museum | No | None | French Club |
| TBD – Fall Semester Spring Semester | Claire Kozić | Academy of Health Careers | Rutgers University | End of the marking period exams | Yes - 3 | \$700 transportation | |

33. Placement of Students on Home Instruction

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

| | | |
|----------------|-----------------|-------------------------------------------------------|
| #151072 | Grade 12 | September 5, 2014 – October 2, 2014 (Medical) |
| #151240 | Grade 12 | September 3, 2014 – January 31, 2015 (Medical) |
| #162395 | Grade 11 | September 5, 2014 – November 5, 2014 (Medical) |
| #171824 | Grade 10 | September 12, 2014 – October 4, 2014 (Medical) |
| #171888 | Grade 10 | September 5, 2014 – October 31, 2014 (Medical) |

Placement of Students Out of District

34. No out of district placements at this time.

Financials

35. Recommend acceptance of the following **High School Central Funds Report** for the month ending **August 31, 2014** as per **Document 4**.

36. Public Forum

37. Old Business/New Business

38. 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 on Court Order (Pupil matter)
- 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 (Indemnification of ethics charge Verdi v. Bauer)
- 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.

39. Public Forum

40. Adjournment

Motion to Adjourn