

MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION
REGULAR PUBLIC BOARD OF EDUCATION MEETING

Manasquan Borough
Manasquan High School Charles Raffetto Media Center
April 24, 2018
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

Bruce Bolderman	Mark Furey (Belmar)	Thomas Pellegrino
Donna Bossone	Terence Hoverter	Alfred Sorino
Eugene Cattani	Joseph Loffredo	
Tedd Vitale (Brielle)	Stephen LaValva (Brielle)	Joseph Milancewich (Brielle)
Linda DiPalma	Anne McGarry (SLH)	Colin Warren

4. 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.

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 and Closed Executive Session of March 13, 2018 the Regular Public Meetings of March 20, 2018. 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

- **MES Girls Basketball Team**
- **MHS Girls Varsity Basketball Team – State Champions**
- **Faith Masonius – 1,000 Points**
- **Lola Mullaney – 1,000 Points**
- **Dara Mabrey – 2,000 Points**
- **Public Hearing on the 2018-2019 School District Budget – Presented by Dr. Frank Kasyan – Superintendent of Schools, Mrs. Lynn Coates – School Business Administrator**

9. Superintendent’s Report & Information Items

- **Enrollment– Document A**
 - **Total Enrollment – 1,530**
 - **High School – 941**
 - **Elementary School – 589**
- **Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– Document B**
 - **Fire Drill Reports**
 - **High School:**
 - **March 12th – Fire Drill**
 - **March 29th - Lockdown**
 - **Elementary School:**
 - **March 19th – Fire Drill**
 - **March 27th – Security Meeting**
- **HIB Monthly Report – Document C**
 - **High School:**
 - **Three Incidents – 2 Not HIB, 1 Confirmed HIB**
 - **Elementary School:**
 - **No Reports for the Month**
- **Report of the Director of Curriculum and Instruction**
- **Report of the Director of Technology and Human Resources**
- **Report of the Director of School Counseling Services**

Recommend approval and acceptance of the Superintendent’s 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. Recommend** approval of Student ID# 303552 in need a bi-lingual evaluation. Nilda Colazzo for a speech and language evaluation at a rate of \$575.00, Monica Peters for a psychological evaluation at a rate of \$495.00 and Vivette Peacock for an educational evaluation at a rate of \$475.00.
- 12. Recommend** approval of the Resolution/Agreement for participation in Coordinated Transportation Services with the Union County Educational Services Commission for the 2017-18 school year, as per **Document 1.**
- 13. Recommend** acceptance of the following grants awarded by the Manasquan Elementary School Education Foundation, in the total grant award of \$16,481.96:
- Ann Marie LaMorticella – 8th Grade Foreign Language Field Trip - \$2,523.00
 - Marie Lauffer – Keyboard Instruction with Keyboard Lab- \$2,379.96
 - Mark Levy & Kirt Wahl – Physical Computing - \$1,079.00
 - Christine Rice – Fun and Safe Day at the Beach - \$3,000.00
 - Jenny Rostron – Greenhouse Renewal - \$2,500.00
 - Brianna Snel & Christin Walsh – Mobile Technology Classroom - \$5,000.00
- 14. Recommend** approval to purchase furniture for the renovation of the Elementary School Media Center as follows:

Vendor	Purchase Amount	State contract/consortium #	Funded by:
Global Furniture Group c/o Feigus Office Furniture	\$18,971.67	ESCNJ 17/18-16	Referendum
Palmieri c/o Feigus Office Furniture	\$154,034.42	ESCNJ PAL	Referendum
Feigus Office Furniture	\$5,950.00	QUOTATIONS	Referendum
Virco c/o Feigus Office Furniture	\$6,354.79	ESCNJ PAL	Referendum
JSJ Furniture Corp. DBA Izzy+ c/o Feigus Office Furniture	\$18,644.40	A81627	Referendum
Feigus Office Furniture	\$2,894.64	N/A	Referendum
Knoll, Inc. c/o Feigus Office Furniture	\$7,014.20	A81629	Referendum

- 15. Recommend** approval of the acceptance of the following Parent-Paid Tuition student at the Manasquan Elementary School for the 2018-19 school year, at the annual tuition rate of \$7,000.
- 7th Grade – Student ID# 241291

16. **Recommend** approval of the acceptance of the following student at the Manasquan Elementary School as a “Tuition Free: Child of a Staff Member” for the 2018-19 school year:
- Kindergarten – Student ID #313212

Professional Days

17. **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>
March 7, 2018	Jaimee McMullen	Avon	Sending District Collaboration	Yes	None
June 2018 (Date – TBD)	Kimberly Murin	Monmouth County Location	Wilson Just Words Workshop	Yes	Registration-\$345.00
June 2018 (Date – TBD)	Deborah Kehoe	Monmouth County Location	Wilson Just Words Workshop	Yes	Registration-\$345.00
June 2018 (Date – TBD)	Elizabeth Walling	Monmouth County Location	Wilson Just Words Workshop	Yes	Registration-\$345.00
April 17-19, 2018	Kelly Balon	Whippany	Safety Care Crisis Workshop	No	Mileage-\$41.60 Registration-\$1325.00 Tolls - \$5.50

Student Action

Field Trips

18. **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 20, 2018	Ann Marie LaMorticella	G&T Grade 5	Sea Girt Elementary School	STEM Team Activity	No	None	None

Placement of Students on Home Instruction

19. **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 at this time

Placement of Students Out of District

20. **Recommend** approval of the revised External Placement list that reflects both transportation and tuition costs for the 2017-2018 school year, as per **Document 2**.

Financials

21. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending **February 28, 2018** as per **Document 3**.

MANASQUAN/SENDING DISTRICTS

General Items

22. **Secretary’s Report/Financials**

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 **MARCH 31, 2018** 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 **MARCH 31, 2018** 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, 2018** per **Document D**. (The Treasurer of School Moneys Report for the month of **MARCH 2018** 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, 2018**, 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 **2017-2018 budgets** for **MARCH and APRIL** as recommended by the Superintendent of Schools, as per **Document D**.

Purchase Orders for the month of **APRIL 2018** be approved, as per **Document E**.

Recommend **acceptance** of the **Cafeteria Report** – **Document F**.

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$1,355,343.18** for the month of **APRIL, 2018** be approved. Record of checks (**#42053** through **#42148**), and distributions are on file in the Business Office.

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$47,180.60** for the month of **APRIL, 2018** be approved. Record of checks (**#1163** through **#1167**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **MARCH, 2018** at **\$2,500,221.25** and checks (**#41960** through **#42052**) and **(Capital Expense)** for **MARCH, 2018** at **\$500,666.36** and checks (**#1152** through **#1162**).

Recommend acceptance of the following **High School Central Funds Report** for the month ending **MARCH 31, 2018** as per **Document G**.

Adoption of 2018-2019 Budget

- 23. Recommend** approval of the adoption of the final 2018-2019 School District budget as listed below and as per the advertised budget – **Document H**:

BE IT RESOLVED that the final budget be approved for the 2018-2019 school year using the 2018-2019 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>
2018-2019 Total Expenditures	\$27,470,610	\$376,248	\$884,967	\$28,731,825
Less: Anticipated Revenues	\$12,128,052	\$376,248	\$ 46,152	\$12,550,452
Taxes to be Raised	\$15,342,558	\$ -0-	\$838,815	\$16,181,373

24. **Recommend** approval of the Resolution determining to finance the acquisition and installation of a turf field and related work and equipment by means of an equipment lease purchase financing, in an amount not exceeding \$600,000, as per **Document I.**
25. **Recommend** approval of the Resolution to purchase Electric Generation Services, as per **Document J(1)** and Natural Gas Services, as per **Document J(2)**, through the Alliance for Competitive Energy Services (“ACES”) bid, effective from the date of adoption through May 2023.
26. **Recommend** approval of the following shared service programs to be provided to the district by Educational Data Services, Inc., for the 2018-2019 school year.
 - New Jersey Cooperative Bid Maintenance Program, \$5,270.00
 - Cooperative Skilled Trades, Compliance Services & Ancillary bids \$1,990.00
27. **Recommend** approval to solicit a Request for Proposal for Testing, Adjusting and Balancing Services in conjunction with the Renovations and Addition Project at the Manasquan High School. (Pending approval by the board attorney and New Road Construction).
28. **Recommend** approval to solicit a Request for Proposal for Financial Advisory Services from July 1, 2018 to December 31, 2018 (Pending attorney review and approval).
29. **Recommend** approval of the agreement with Duff & Phelps, for Fixed Asset Management & Insurance Solutions consulting services, for fiscal year ending June 30, 2018, in the amount of \$1,075.00.
30. **Recommend** approval of the acceptance of the following Parent Paid Tuition Students for the 2018-19 school year at Manasquan High School, at the annual tuition amount of \$7,000.
 - R.O. – Grade 9
 - M.P. – Grade 9
31. **Recommend** approval of the Sale/Release and Indemnification Agreement between the Manasquan Board of Education and the East Orange School District, for the sale of various physical education and weight room equipment, in the amount of \$1,200.00, as per attached **Document K.**
32. **Recommend** approval of Payment Application #6 from Kappa Construction Corp., in the amount of \$408,596.81, for the Manasquan High School Addition & Renovation project (pending attorney review).
33. **Recommend** approval of the *Revised 2017-2018 School Year Calendar* as per **Document L.**
34. **Recommend** approval to reject Request for Proposal for Health Insurance Brokerage Services 2018-2019 received on Tuesday, April 17, 2018 and further approve to re-solicit Request for

Proposal for Health Insurance Brokerage Services to be received on or before Wednesday, May 2, 2018 at 2:00 p.m.

- 35. **Recommend** approval of the acceptance of bids for the Manasquan High School Alternative Education Building Renovations – Revision #2 and award of contract to Shorelands Construction Inc., 7 Columbus Drive, Monmouth Beach, NJ, as per attached **Document M** (pending attorney review).
- 36. **Recommend** approval to authorize the School Business Administrator to execute a contract to Shorelands Construction Inc. for the Manasquan High School Alternative Education Building Renovations – Revision #2, in the lump sum base bid amount of \$195,000.00 (pending attorney review).
- 37. **Recommend** approval of the acceptance of the New Jersey School Insurance Group 2018 Safety Grant, in the amount of \$5,058.45. These funds will be used to partially fund the salaries of two (2) district security guards.
- 38. **Recommend** approval of the application submission for the Toshiba America Foundation Grant. If awarded funding, monies will be used to purchase a Star Lab and accompanying materials.
- 39. **Recommend** approval of the application submission for the Ocean First Bank Model Classroom Grant.
- 40. **Recommend** approval for Erin Seber, a Special Education colleague from Wall School District, to complete 35 hours of field work under Kelly Balon, district Board Certified Behavior Analyst from April 25, 2018 to June 22, 2018.
- 41. **Recommend** approval to purchase furniture for the High School science labs and the technology suite as follows:

Vendor	Purchase Amount	State contract/consortium #	Funded by:
Global Furniture Group c/o Feigus Office Furniture	\$53,134.81	ESCNJ 17/18-16	Referendum
Diversified Woodcrafts, Inc. c/o Feigus Office Furniture	\$39,278.08	PEPPM2016	Referendum
KI c/o Feigus Office Furniture	\$3,801.60	ESCNJ 17/18-16	Referendum

- 42. **Recommend** approval of the application for a cooperative sports program for the 2018-2019 and 2019-2020 school years, between Manasquan High School and Point Pleasant Beach High School to include gymnastics, bowling, swimming and ice hockey.
- 43. **Recommend** approval of the School Food Authority/Food Service Management Company renewal addendum between the Manasquan Board of Education and Simplified Culinary Services, Inc., which shall become incorporated and part of the Contract for Food Services entered into by the above parties on the 1st day of July 2014, witnesses that Simplified Culinary Services and the Manasquan Board of Education agree as follows:

**MANASQUAN BOARD OF EDUCATION
SCHOOL FOOD SERVICE MANAGEMENT PROGRAM
2018-2019**

All management/administrative fees must be specifically stated in the body of the contract. Contract which provide for management fees on a cents per meal or flat fee basis are allowed. 7CFR 210.16(a).c.

This addendum begins on 7/1/2018 and ends on 6/30/2019

Simplified Culinary Services will collect a flat fee of \$21,000.00 annually.

Simplified Culinary Services guarantees a return of \$10,000.00

Above guarantees are based upon similar operating conditions as previous school year. Service will not be interrupted as a result of fire, work stoppage, strike or school closing. In the event any of the foregoing conditions are not met during the school year, Simplified Culinary Services' guaranteed obligation shall be reduced by an amount equivalent to any increase in expenses or decrease in revenues which are attributable to the changes in such conditions.

Professional Days

44. Recommend approval of the **attendance** of staff members at conferences/workshops indicated below:

Date	Name	Destination	Purpose	Sub	Cost
May 21, 2018	Claire Kozic	East Brunswick	Healthy Communities Meeting	Yes	Mileage - \$14.57
May 23, 24, 2018	Richard Read	Galloway	Anti-Bullying Workshop	No	Mileage-\$43.81 Registration- \$250.00 Hotel- \$100.00
June 6, 7, 8, 2018	Lynn Coates	Atlantic City	NJASBO Workshop	No	Registration - \$275.00 Parking - \$90.00
May 22, 2018	Tiffany Jaeger	Eatontown	Differentiation Strategy Workshop	Yes	Registration- \$100.00
May 22, 2018	Carlyann Eggie	Eatontown	Differentiation Strategy Workshop	Yes	Registration- \$100.00
March 15, 2018	Lesley Kenney	Brookdale College	Director Meeting	No	None
June 6, 2018	Joann Hall	Eatontown	Autism Workshop	Yes	Registration-\$100.00
April 12, 2018	Margaret Polak Patricia Gallant	East Windsor	SEMI Updates	No	Mileage- \$22.75
May 23, 24, 2018	Donald Bramley	Atlantic City	Anti-Bullying conference	No	Mileage-\$45.26 Registration- \$250.00 Hotel- \$99.08
May 4, 2018	Richard Coppola	Sicklerville	IPM Training	No	None
May 4, 2018	Barbara Kerensky	Monroe Twp	NJASA Strategic Planning	No	None

April 26, 2018	Kristen Zdanowicz Katelyn Festa	Philadelphia	Penn Relays	Yes-2	None
----------------	------------------------------------	--------------	-------------	-------	------

Student Action
Field Trips

45. **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 27, 2018	Jill Santucci Brian Rostron Donya Manovill Kelly Balon Nurse (TBD)	Peers/ACE	Orchard Park	Team Building Socialization	Yes-3	None	None
April 19, 2018	Harry Harvey Leigh Busco Richard Coppola Nurse (TBD)	Introduction to Cinema	Mt. Laurel	Theater Presentation	Yes – 1	Bus - \$350.00	None
May 10, 2018	Pamela Puryear Jennifer Mura Margaret Polak	Special Education Lifeskills	ACME of Manasquan	Shopping Skills	No	None	None
June 13-19, 2018	Kristen Buss Joseph LaCarrubba Peter Cahill (or designee)	Surf Team	California	NSSA Surfing Competition	Yes-2	None	None

Placement of Students on Home Instruction

46. **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:

#2115	Grade 11	April 15, 2018 – May 15, 2018 (Medical)
#182560	Grade 11	April 2, 2018 – May 1, 2018 (Medical)
#21104	Grade 9	February 8, 2018 – April 20, 2018 (Medical)
#182325	Grade 12	April 1, 2018 - May 1, 2018 (Medical)
#203008	Grade 10	April 1, 2018 - May 1, 2018 (Medical)
#182416	Grade 12	April 1, 2018 - May 1, 2018 (Medical)
#192616	Grade 11	April 1, 2018 - May 1, 2018 (Medical)
#182358	Grade 12	April 1, 2018 - May 1, 2018 (Medical)
#182303	Grade 12	April 1, 2018 - May 1, 2018 (Medical)
#20646	Grade 10	April 1, 2018 - May 1, 2018 (Medical)
#213332	Grade 9	April 1, 2018 - May 1, 2018 (Medical)
#2437	Grade 9	April 1, 2018 - May 1, 2018 (Medical)
#2227	Grade 12	April 1, 2018 - May 1, 2018 (Medical)
#192698	Grade 11	April 16, 2018 – May 16, 2018 (Medical)
#192794	Grade 11	April 1, 2018 - May 1, 2018 (Medical)
#182446	Grade 12	April 1, 2018 - May 1, 2018 (Medical)
#213381	Grade 9	April 12, 2018 - May 12, 2018 (Medical)
#182441	Grade 12	April 12, 2018 - May 12, 2018 (Medical)
#202968	Grade 10	April 12, 2018 - May 12, 2018 (Medical)

47. **Old Business/New Business**

48. **Public Forum**

49. 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 (Student 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
- 8. Personnel Matters (Hiring, Leave of Absence)
- 9. Imposition of Penalties Upon an Individual

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

MANASQUAN

Personnel

50. **Recommend** approval of the Elementary School personnel as per **Document 4.**

MANASQUAN/SENDING DISTRICTS

Personnel

51. **Recommend** approval of the High School personnel as per **Document N.**

52. **Adjournment**

Motion to Adjourn