

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

Manasquan Borough
Manasquan High School Charles Raffetto Media Center
May 14, 2019
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	Terence Hoverter	Alexis Pollock
Donna Bossone	Dennis Ingoglia (Brielle)	Alfred Sorino
Martin Burns	Stephen LaValva (Brielle)	Tedd Vitale (Brielle)
Eugene Cattani	Joseph Loffredo	Colin Warren
Mark Furey (Belmar)	Anne McGarry (SLH)	

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 Combined Committee of the Whole and Regular Board meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After discussion during the Committee of the Whole portion of the meeting, the matter is focused on during the Regular Public Board Meeting agenda and presented to the Board of Education for a vote.

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Combined Committee of the Whole and Regular Public Meeting and Closed Executive Session of April 30, 2019. 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

- **Canine Detection Presentation** – Presented by Interquest Detection Canines
 - Shannon O’Hara and Casey O’Hara with K9, Rocket
 - Brett Weaver with K9, Styx

- **High School Students of the Month for April** – Emma Morris, Senior – Noelle Johnstone, Junior – Paige Harms, Sophomore – Maeve Spang, Freshman
- **High School Teacher of the Month for April** – Harry Harvey
- **Elementary School Student of the Month for April** – Aaron Van Trease
- **Elementary School Teacher of the Month for April** – Sandra Jo Hill
- **Elks Elementary School Student of the Month for April** – Adilene Cruz-Mendoza
- **Elks Teenager of the Month for April** – Thomas Freda
- **MHS Girls Basketball** – Central Jersey Group II State Champions
- **MHS Boys Basketball** – Shore Conference A Central Division Champions
Central Jersey Group II State Champions
- **Comprehensive Equity Plan Presentation** – Presented by Justin Roach, Anthony Cinelli and Leigh Busco
- **Strategic Planning Presentation** – Presented by Dr. Frank Kasyan

9. **Discussion Items May 14, 2019 Agenda**

- **Education, Curriculum & Technology- Agenda Items***
- **Personnel– To be Discussed in Executive Session- Agenda Items***
- **Policy - Agenda Items***

Policies for 2nd Reading

- P 1642 – Earned Sick Leave
- R 1642 – Earned Sick Leave

- **Finance**
 - Outcome of Request for Proposals and Bids
- **Buildings & Grounds/Facilities**
 - HVAC Project Boiler Options
 - Use of School Facilities/Fields Policy 7510
 - Report of Committee Meeting
 - Lower Field Parking

10. **Superintendent’s Report & Information Items**

- **Enrollment– Document A**
 - **Total Enrollment– 1,517**
 - **High School – 970**
 - **Elementary School – 547**

- **Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– Document B**
Fire Drill Reports
 - **High School:**
 - April 9th – Fire Drill
 - April 17th – Lockdown Drill
 - **Alternative School:**
 - April 9th – Fire Drill
 - April 18th – Lockdown Drill
 - **Elementary School:**
 - April 8th – Fire Drill
 - April 17th – Table Top Security Meeting
 - Bus Evacuations, April 18, 2019 – Routes: All Students
- **HIB Monthly Report – Document C**
 - **High School:**
 - Two Incidents – 2 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.

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.

MANASQUAN
General Items

- 12. Recommend** approval of the continuation of placement of the following Parent-Paid Tuition Student(s) in the Manasquan Elementary School for the 2019-2020 school year, at the annual tuition rate of \$7,261.00:

Student ID# 3502654463 Grade 8

13. Recommend approval of the Transportation Jointure for the 2018-2019 School Year with Camden County Educational Services Commission, for student ID# 5128030635, to Burlington County Special Services School, in the amount of \$1,784.16.

14. Recommend approval of the continuation of placement of the following Tuition Free Student of Staff Member, in accordance with the MEA/MBOE Negotiated Agreement, in the Manasquan Elementary School, for the 2019-2020 school year:

Student ID# 2266598600	Kindergarten	Student ID# 1977268868	Grade 2
Student ID# 4141729557	Grade 1	Student ID# 2995511031	Grade 3
Student ID# 7216590335	Grade 1	Student ID# 5336242894	Grade 4
Student ID# 7199899419	Grade 2	Student ID# 3770441278	Grade 5
Student ID# 9145538828	Grade 2	Student ID# 4837298022	Grade 8
Student ID# 8309905778	Grade 2	Student ID# 4982707962	Grade 8

Professional Days

15. 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>
Two Day Seminar Dates – TBD	Kindle Kuriscak	To Be Determined	Wilson Language Seminar	No	Registration - \$345.00
August 6, 7, 8, 2019	Kali Mura	Central, NJ	Math Workshop	No	Registration-\$325.00

Student Action

Field Trips

16. 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>
May or June 2019 To Be Determined	Sarah King Sandra Jo Hill Christine Melfi Nurse	Kindergarten	Manasquan Library	Tour of Library	Yes-1	None	None
June 17, 2019	Laura Wahl Robert Markovitch Marc Reid Maira Skea Kristine Pierce Kirt Wahl Andrea Trischitta Kim Ward Andrew Manser Jestine Jones Elizabeth Walling Linda Bradley Deborah Kehoe Laura Wahl Tom Russoniello Nurse	Grades 7&8	Manasquan Beach	Beach Clean-Up	Yes-4	None	None
June 7, 2019	Kristine Pierce Maira Skea Nurse-TBD	Grade – 7 Social Studies	Manasquan Borough Hall	Mock Trial Presentation	Yes-3	None	None
June 7, 2019	Margaret Polak Kristen Minutoli Michelle Sayre Danielle Romano Jessica Woytowicz Valerie Vayas	Grades 2&3 Special Education	Spring Lake Heights	Unified Sports Day	No	Bus- \$331.00	None

Placement of Students on Home Instruction

17. **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:
#7230405810 Grade 3 April 26, 2019 – May 26, 2019 (Medical)

Placement of Students Out of District

18. **Recommend** approval of the revised External Placement list that reflects both transportation and tuition costs for the 2018-2019 school year. **No Report for the Month**

Financials

19. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending **April, 2019** as per **Document 1.**

MANASQUAN/SENDING DISTRICTS

General Items

20. **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 **APRIL 30, 2019** 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 **APRIL 30, 2019** 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 **APRIL 30, 2019** per **Document D.** (The Treasurer of School Moneys Report for the month of **APRIL 30, 2019** 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 **APRIL 30, 2019**, 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 **2018-2019 budgets** for **APRIL and MAY** as recommended by the Superintendent of Schools, as per **Document D.**

Purchase Orders for the month of **MAY, 2019** 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 **\$167,392.91** for the month of **MAY, 2019** be approved. Record of checks (**#44388** through **#44399**), and distributions are on file in the Business Office.

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$500.00** for the month of **MAY, 2019** be approved. Record of checks (**#1354** through **#1354**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **APRIL, 2019** at **\$2,260,597.40** and checks (**#44236** through **#44387**) and (**Capital Expense**) for **APRIL, 2019** at **\$44,485.11** and checks (**#1343** through **#1353**).

Recommend acceptance of the following **High School Central Funds Report** for the month ending **APRIL 2019** as per **Document G.**

21. **Recommend** approval of the continuation of placement of the following Parent-Paid Tuition Students in the Manasquan High School for the 2019-2020 school year, at the annual tuition rate of \$7,261.00:

Student ID# 4661105187	Grade 10	Student ID# 5648660747	Grade 11
Student ID# 9141277636	Grade 10	Student ID# 5910992005	Grade 11
Student ID# 5102746136	Grade 10	Student ID# 5338969224	Grade 12
		Student ID# 1299466162	Grade 12

22. **Recommend** approval of the continuation of placement of the following Tuition Free Student of Staff Member, in accordance with the MEA/MBOE Negotiated Agreement, in the Manasquan High School, for the 2019-2020 school year:

Student ID# 9938616264	Grade 10
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23. **Recommend** approval of the Tax Levy Revenue Schedule for the period July 1, 2019 through June 30, 2020, as per **Document H.**

24. **Recommend** approval of the contract between Regan Young England Butera, Mount Holly, NJ and the Manasquan Board of Education, for the Manasquan High School Partial HVAC and Fire Alarm Replacement per Department of Education Forms 130 and 131 (pending attorney review).

25. **Recommend** approval of the acceptance of bids and the award of contract for Printing Services with Centurion Printing, Kenilworth, NJ, for the 2019-2020 school year, in accordance with the specification of the Printing Services bid #PS19-20 of May 8, 2019, in the estimated bid amount of \$19,260.10. (pending attorney review)

26. **Recommend** approval of the acceptance of Request for Proposals and the award of contract for 2019-2020 Insurance Brokerage Services, with Alliant/Boynton Insurance Services, Fair Haven, NJ, as per fee schedule (pending attorney review). The Request for Proposals were evaluated by the following committee as specified in Item G – Evaluation of Proposals: Dr. Kasyan; Lynn Coates; Gene Cattani; Fred Sorino and Bruce Bolderman.

27. **Recommend** approval of the acceptance of Requests for Proposals and the award of a Base Year Contract for the 2019-2020 Food Service Management Company Services, to Simplified Culinary Services, Point Pleasant, NJ. Simplified Culinary Services will collect a Flat Management fee of \$21,000 annually and guarantee a return of \$10,000 annually (pending review by the board attorney and Dept. of Agriculture/School Nutrition Programs).

28. **Recommend** the approval of the transportation contract Renewal #2 of contract #17-18Briggs for 2019-2020 Student Transportation – School Related Activities, with Briggs Transportation, Point Pleasant Beach, NJ, pursuant to N.J.S.A. 18A:39-3 with the maximum negotiated Consumer Price Index (CPI) of 1.45%, in the 2019-2020 estimated amount of \$21,817.84.
29. **Recommend** the renewal of the transportation contract Renewal #2 of contract #17-18FirstStudent for 2019-2020 Student Transportation – School Related Activities, with First Student, Route 35 & 3rd Avenue, Neptune City, NJ, pursuant to N.J.S.A. 18A:39-3 with the maximum negotiated Consumer Price Index (CPI) of 1.45%, in the 2019-2020 estimated amount of \$195,708.34.
30. **Recommend** approval of the following Pay Applications: (pending attorney review)
 - Pay Application #10 – Final The LandTek Group, Inc., for Manasquan High School Lower Field Project, in the amount of \$33,496.63.
31. **Recommend** approval of the Resolution Determining the Form and Other Details of \$20,680,000 School Bonds of the Board of Education of the Borough of Manasquan, in the County of Monmouth, NJ and providing for their sale, as per **Document I.**
32. **Recommend** approval of the Addendum to the Agreement with Phoenix Advisors, LLC for Financial Advisory Services, in the following amount: Compensation for Bonds Issued: \$9,500 plus \$0.50 per \$1,000 issued with no Out-of-Pocket Expenses (pending attorney review).
33. **Recommend** approval of the contract amendment with Suburban Consulting Engineers, Inc., for Culvert Repair Construction Observation Services associated with the Manasquan High School Lower Field Improvements, in the estimated fee of \$2,700 (pending attorney review).
34. **Recommend** approval of the Addendum between the Manasquan Board of Education and Dr. Frank Kasyan, which extends the Term of Contract from June 30, 2021 to June 30, 2022, consistent with the approval of the Executive County Superintendent of Schools, as per **Document J.**
35. **Recommend** approval to *rescind* the approval of **Dr. Richard Worth** to conduct psychiatric assessment of special education student #2807769654 at a rate of \$550 per assessment/report. (previously approved on April 30, 2019)
36. **Recommend** approval of the service agreement with Interquest, for canine detection services, commencing on September 1, 2019 through June 30, 2020, as per **Document K.**
37. **Recommend** approval of the following, as per New Jersey Department of Education Division of Field Services:
 - Authorization of the Affirmative Action Team to conduct the Needs Assessment and develop a Comprehensive Equity Plan; and
 - Authorization of the submission of the proposed Comprehensive Equity Plan, as per **Document L.**
38. **Recommend** approval of the second reading and adoption of the revision of the following policies, as per **Document M:**
 - P 1642 – Earned Sick Leave
 - R 1642 – Earned Sick Leave

Professional Days

39. **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>
May 15, 2019	Lynn Coates	Edison	2019 ESCNJ Expo	No	Mileage-\$23.80
May 15, 2019	Matthew Hudson	Edison	2019 ESCNJ Expo	No	Mileage-\$23.80
June 7, 2019	Matthew Hudson	West Windsor	NJSBA Workshop	No	Registration-\$99.00 Mileage-\$25.11
May 31, 2019	Jesse Place	Freehold	Monmouth County Tech Council	No	Mileage-\$10.60
May 31, 2019	Monica Fenlon	Lincroft	ELA Articulation	Yes	Mileage-\$5.89
May 1, 2019	Meghan Hillman	Lincroft	ELA Articulation	Yes	None
June 12-18,2019	Margaret Polak	San Diego, CA	Surf Team Competition	No	Meals/Incidentals \$497.00

Student Action

Field Trips

40. **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>
May 23, 2019	Claire Kozic Kevin Hyland Eric Wasnesky	Academy of Health Careers	Manasquan Orchard Park	Academy of Health Careers Picnic	Yes-3	None	None
May 23, 2019	Jamie Onorato	Yearbook	Toms River	Meeting with Graphic Design Artist	Yes-1	Bus-\$250	None

Placement of Students on Home Instruction

41. **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:

- #3913671421 **Grade 10** **May 19, 2019 – June 19, 2019 (Medical)**
- #4165868382 **Grade 11** **April 24, 2019 – May 24, 2019 (Medical)**
- #7262023238 **Grade 10** **May 1, 2019 – June 1, 2019 (Medical)**
- #1143883578 **Grade 11** **May 5, 2019 – June 5, 2019 (Medical)**
- #5127196755 **Grade 10** **May 5, 2019 – June 5, 2019 (Medical)**
- #6771910167 **Grade 10** **April 26, 2019 – May 26, 2019 (Medical)**
- #3883070952 **Grade 10** **May 8, 2019 – June 8, 2019 (Medical)**
- #6179949090 **Grade 10** **April 16, 2019 – May 16, 2019 (Medical)**
- #5637847716 **Grade 10** **April 29, 2019 – May 29, 2019 (Medical)**
- #5923168046 **Grade 10** **May 7, 2019 – June 6, 2019 (Medical)**
- #1030110552 **Grade 10** **April 25, 2019 – May 25, 2019 (Medical)**

42. **Old Business/New Business**

43. **Public Forum**

44. **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
- 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 (Your Way Construction Contract Matter)
- 8. Personnel Matters (Hiring, Resignation)
- 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

45. **Recommend** approval of the Elementary School personnel as per **Document 2.**

MANASQUAN/SENDING DISTRICTS

Personnel

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

47. **Adjournment**

Motion to Adjourn