

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

Manasquan Borough
Manasquan High School Media Center
October 18, 2016
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
Martin Burns
Eugene Cattani
Linda DiPalma

Mark Furey (Belmar)
Erik Gardner (SLH)
Heather Garrett-Muly
Joseph Loffredo

Thomas Pellegrino
Alfred Sorino
Tedd Vitale (Brielle)
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 September 20, 2016 and the Regular Public Meeting and Closed Executive Session of September 27, 2016. 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

- **Instructional Council Report – Claire Kozic and Allyson Griffith, Co-Chairpersons**
- **Student Leadership Advisory Council Report – Thomas Beaton, October Chairperson**
- **Manasquan High School Endowment and Alumni Association – Represented by Mr. Rob Schatzman, Mr. Jeff Osborn, Ms. Anne Michals, Dr. Lorette Sciarappa and Ms. Trisha Brown**
- **High School Students of the Month for September – Kathryn Callahan, Senior – Quincy Zawadzky, Junior – Kennedy Miller, Sophomore – Luke McNamara, Freshman**
- **High School Teacher of the Month for September– Allyson Griffith**
- **Elementary School Student of the Month for September – Stephen Schmieder**
- **Elementary School Teacher of the Month for September – Andrea Trischitta**
- **Elks Elementary School Student of the Month for September – Brigid McCarthy**

9. Discussion Items for October 18, 2016 Agenda

- **Education, Curriculum & Technology**
Ad Hoc Special Education Program Review Committee
 - Heather Garrett-Muly, Chairperson
 - Donna Bossone
 - Joseph Loffredo
 - Thomas Pellegrino
Ad Hoc Referendum Committee
 - Eugene Cattani, Chairperson
 - Alfred Sorino
 - Colin Warren
 - Thomas Pellegrino
- **Personnel– To be Discussed in Executive Session- Agenda Items***
- **Policy – For Possible Revision**
 - P & R 5420 Reporting on Pupil Progress
- **Finance– Agenda Items ***
2017-2018 Budget Plan of Action
- **Buildings & Grounds/Facilities**
SJS Lighting Grant – Elementary School
Sea Girt Army Camp – Athletic Field Use

10. Superintendent's Report & Information Items

**RESOLUTION AUTHORIZING THE
ACCEPTANCE OF A GIFT OF \$200,000
FROM MANASQUAN HIGH SCHOOL ENDOWMENT
AND ALUMNI FOUNDATION FOR IMPROVEMENTS
TO DISTRICT FACILITIES**

WHEREAS, the Manasquan Board of Education, in accordance with District Policy 7230, is authorized to accept gifts on behalf of the District; and

WHEREAS, in accordance with the policy the Board of Education will make every effort to honor the intent of the donor in the use of the gift; and

WHEREAS, the Manasquan High School Endowment and Alumni Foundation has offered a donation and/or goods and services in the amount of \$200,000 to place improvements on District property specific to the development of a Press Box, associated awnings, landscaping, signage, public address and speaker system and providing for the demolition of the existing Snack Shack (hereinafter Improvements); and

WHEREAS, it is anticipated that the dedication of the new Improvements will be at the Thanksgiving Day football game, at which time it would be appropriate to publicly acknowledge the donation of the Manasquan High School Endowment and Alumni Fund;

NOW, THEREFORE, BE IT RESOLVED that the Manasquan Board of Education approves, authorizes and accepts, with thanks and appreciation, the gift of Improvements from the Manasquan High School Endowment and Alumni Foundation;

BE IT FURTHER RESOLVED the District professional staff take any and all action necessary to effectuate the purpose of this resolution.

- Enrollment– **Document A**
 - Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– **Document B**
 - HIB New Jersey Department of Education School Self-Assessment Report - **Document C**
- 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. 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 **September 30, 2016** 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 **\$2,358,936.00** 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. 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 **September 30, 2016** 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 **September 30, 2016** per **Document D**. (The Treasurer of School Moneys Report for the month of **September 2016** 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 **September 30, 2016** 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 **2016-2017 budgets** for **September and October** as recommended by the Superintendent of Schools, as per **Document D**.

Recommend acceptance of the **Elementary School Central Funds Report** for the month ending **September 30, 2016** as per **Document E**.

Purchase Orders for the month of **October 2016** be approved, as per **Document F**.

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

Be It Resolved: that the **Bills (Current Expense)** in the amount of **\$1,031,963.65** for the month of **October 2016** be approved. Records of checks (**#39090** through **#39096**) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for **September 2016** at **\$2,764,760.74** and checks (**#38802** through **#39089**).

13. Recommend approval of the Plan of Action for the 2017-2018 School District Budget, as per **Document H**.

14. **Recommend** approval of the Superintendent’s 2016-2017 Qualitative Merit Goal focused on the evaluation and observations of the 8th grade STEM classes.
15. **Recommend** approval to authorize Garrison Architects to submit a revised debt service aid application to the Department of Education and amend the district’s Long Range Facility Plan as necessary, as per **Document I**.
16. **Recommend** approval of the 2016-2017 transportation contracts and agreements for Manasquan resident students, as per **Document J**.
17. **Recommend** approval of the placement of Student ID #171908 at Class Academy, at the pro-rated tuition rate of \$5,920.00, effective October 3, 2016.
18. **Recommend** approval of the NJQSAC Statement of Assurance for the 2016-2017 school year, as per **Document K**.
19. **Recommend** approval of **Bilingual Evaluations Services** provided by **Monica Peters**, to conduct a Bilingual Psychological Evaluation at a rate of \$495.00, and **Bilingual Speech** provided by **Nilda Collazo**, to conduct a Bilingual Speech/Language Evaluation at a rate of \$575.00 for pre-school student #303223, as part of a Child Study Team Evaluation.
20. **Recommend** approval of Lorissa Voorhees, former Manasquan Elementary School LDT-C to testify in Special Education Due Process case, in the amount of \$400.00 per day, at the Office of Administrative Law in Newark, New Jersey, for student #2467 not to exceed \$400.00.
21. **Recommend** approval for the initial training of Wilson Reading Program Professional Development Foundations Teacher Training –level 3 for the 2016-2017 school year to enhance the quality of phonics instruction within the general education classrooms in the amount of **\$2,625.00** to be paid by Title II funds.
22. **Recommend** approval of the acceptance of Wall Township Special Education student (State ID #9735998927), to attend the Manasquan Elementary School (Grade 8), for the 16/17SY at a tuition rate of **\$21,445** plus related services **\$212.85**.

Professional Days

23. **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>
October 31, 2016 November 15, 2016 November 30, 2016	Nancy Sanders	Monroe	Student Assistance Coordinator School Law	No	Mileage - \$59.52 Registration - \$400.00
December 2, 2016 February 3, 2017 April 7, 2017 June 2, 2017	Amy Young	Neptune	CIACC Education Workshops	No	None
November 3, 2016	Kathleen Stonaker	Millstone	Dyslexia Screening	No	Mileage - \$15.99
March 22, 2017	Alissa Boyne Joan Akins	Spring Lake	PLC Meetings	No	Mileage - \$1.67
June 1, 2017	Alissa Boyne Joan Akins	Belmar	PLC Meetings	No	Mileage - \$2.48

October 13, 14, 2016	Kathleen Stonaker	Manalapan	Student Disability Workshop	No	Mileage - \$ 29.26 Registration - \$200.00
November 3, 2016	Sandra Hill	Waretown	Reading Workshop	Yes	None
October 27, 28, 2016	Kelly Ann Balon	Atlantic City	Autism Workshop	No	None

School Business Days

24. Recommend approval of substitute coverage for the following to attend an in district school business workshop:

October 28, 2016

Sandra Hill

Carmen Rodriguez

Catherine Kappy

Elyse Wemple

Jessica Woytowicz

Lauren Gawron

Catherine Taft

Amelia Gliddon

Alyse Leybovich

Kali Mura

Donna Mead

Michele Sayre

Danielle Romano

Cheryl Femenella

Brianna Snel

Elise Boyes

Cynthia Kirk

Lauren Buss

Jaimee McMullen

Kristine Sliwoski

Desiree Faul

Teresa Reichy

Student Action

Field Trips

25. 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>
December 7, 2016	Marie Lauffer	Chorus	Algonquin Theater	Holiday Concert	Yes	None	Student Funds
November 1, 2016	Marie Lauffer	Chorus	Manasquan First Aid Building	Chorus Performance	Yes	None	None
May 19, 2017	Catherine Kappy Cynthia Kirk Kali Mura Carmen Rodriguez Danielle Romano	Grade 1	Planetarium Toms River	Earth Science Exploration	No	None	Student Funds
April 27, 2017	Catherine Kappy Cynthia Kirk Kali Mura Carmen Rodriguez Danielle Romano	Grade 1	Algonquin Theater	Theater Presentation	No	None	Student Funds
Date To Be Determined	Jennifer Dyer Kelley Katona Jill Wells	Special Education	Max Devro Restaurant	Life Skills	No	None	Student Funds
October 2016 To Be Determined	Jennifer Dyer Kelley Katona Sarah DeMicco	Special Education	Atlantic Farms	Exploring Occupations	No	Bus-\$300	Student Funds
November 2016 To Be Determined	Jennifer Dyer Kelley Katona	Special Education	Manasquan Police Dept.	Life Skills	No	None	None

Placement of Students on Home Instruction

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

None at this time

Placement of Students Out of District

27. **Recommend** approval of the revised 2016-2017 out of district placement list, as recommended by the Child Study Team. **None at this time**

MANASQUAN/SENDING DISTRICTS

General Items

28. **Recommend** approval of the 2016-2017 Facility Rental Agreement with the Atlantic Club for the Manasquan High School Swim Team, in the total amount of \$15,710.00, as per **Document 1**.

29. **Recommend** approval of the Contract/Agreement with Shore Lanes, Neptune, for competition lane use at the rate of \$2.50 per game per person, and Sea Girt Lanes, Sea Girt, for practice lane use at the rate of \$2.25 per game per person, by the Manasquan High School Boys and Girls Bowling teams for the 2016-2017 season.

30. **Recommend** approval of **Augmentative Technology Consultant** provided by Alicia Force, to work with student #201056 for 5 hours per week, at a rate of \$150.00 per hour (billed to Sea Girt School District), pending criminal history approval.

31. **Recommend** approval to dispose of obsolete items, as per **Document 2**:

- Zenith TV (2)

Professional Days

32. **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>
October 13, 14, 2016	Susan Lord Van Note	Manalapan	IEP Workshop	No	None
November 3, 2016	Susan Lord Van Note	Millstone	Dyslexia Workshop	No	None
October 25, 26, 27, 2016	Jesse Place	Atlantic City	NJSBA Workshop	No	Mileage - \$42.42 Tolls - \$25.00 Parking - \$30.00 Hotel - \$194.00 Meals/Incidentals - \$160.00
November 18, 2016	Matthew Hudson	Neptune	IPM Training	No	None
2016-2017 School Year	Kelly Balon	Various Locations- To be reimbursed .31 a mile for mileage related to job duties	BC/BA Meetings	No	Not to exceed \$600.00
October 27, 2016	Jason Bryant	Jackson	AP Workshop	Yes	Registration - \$20.00
October 15, 2016	Dorothy Gerlach	Middletown	Tennis Tournament	No	Mileage - \$28.75
November 2, 2016	Richard Read	Toms River	HIB Workshop	No	Mileage - \$7.44 Registration - \$125.00
October 27, 2016	Monica Fenlon	New Brunswick	Mock Trial Workshop	Yes	None
October 25, 2016	James Fagen	Rumson	AP Class Teaching Techniques	Yes	Mileage - \$7.98
October 27, 2016	Robert Kehoe Jillian McManus	Brookdale Community College	College Transition Workshop	No	Mileage - \$11.59

October 25, 2016	Barbara Kerensky	Atlantic City	NJSBA Workshop	No	None
October 24, 2016 April 26, 2017 (Dates Revised)	Lynn Coates	Tinton Falls	Monthly MCASBO Meetings	No	Mileage - \$12.72
October 25,26,27, 2016	Frank Kasyan	Atlantic City	NJSBA Workshop	No	Mileage - \$127.26 Tolls - \$25.00 Parking - \$30.00 Meals/Incidentals - \$160.00 (Revised Cost)

Student Action
Field Trips

33. 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>
Spring 2017 (TBD)	Amy Edwards Linda Hoeler Barbara Buckley	Academy of Engineering	University of Pennsylvania	Engineering Fields for Women	Yes-3	Bus - \$375	None
March 2017 (TBD)	Amy Edwards Linda Hoeler Barbara Buckley	Academy of Engineering	Rutgers	Engineering Career Day	Yes-3	Bus - \$375	None
October 27, 2016	John Driscoll Linda Hoeler Robert Waldeyer Erich Hoffman	Academy of Finance	Rider University	Business Concept Competition	Yes-3	2 Buses - \$600	None

Placement of Students on Home Instruction

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

#182303	Grade 11	September 29, 2016 – January 20, 2017 (Medical)
#171826	Grade 12	September 26, 2016 – October 14, 2016 (Suspension)
#182325	Grade 11	October 3, 2016 – November 3, 2016 (Medical)
#182320	Grade 11	September 27, 2016 – January 20, 2017 (Medical)
#171956	Grade 12	September 29, 2016 – January 20, 2017 (Medical)
#203113	Grade 9	September 30, 2016 – January 20, 2017 (Medical)
#1991	Grade 12	September 6, 2016 – June 20, 2017 (Medical)
#182428	Grade 11	October 5, 2016 – January 20, 2017 (Medical)
#2437	Grade 9	October 13, 2016 – January 20, 2017 (Medical)

Financials

35. Recommend acceptance of the following **High School Central Funds Report** for the month ending **September 30, 2016** as per **Document 3.**

36. Old Business/New Business

37. Public Forum

38. 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 June 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 forty-five (45) 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 Matters)
- 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 (Hiring, Retirement, 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

- 39. Recommend** approval of the Elementary School personnel as per **Document L.**

MANASQUAN/SENDING DISTRICTS

Personnel

- 40. Recommend** approval of the High School personnel as per **Document 4.**

41. Adjournment

Motion to Adjourn