

**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  
February 27, 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 Combined Committee of the Whole and Regular Public Meeting and Closed Executive Session of January 23, 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

- Instructional Council – Presented by Allyson Griffith
- Later Start Time Committee Presentation – Presented by Kelly Balon, Barbara Buckley, and Chryseis McHugh
- Suburban Consulting Engineers, Inc. Turf Project Update – Presented by Joseph D. Perello
- High School Students of the Month for January - Elena Hart, Senior – Marilyn Bolderman, Junior – Morgan Iglay, Sophomore – Kate Capodanno, Freshman
- High School Teachers of the Month for January – Chryseis McHugh
- Elementary School Student of the Month for January – Ellen Gallagher
- Elementary School Teacher of the Month for January – Andrea Trischitta
- Elks Elementary School Student of the Month for January - Abigail Stevens
- Elks Teenager of the Month for January – Brian Heine
- VFW Voice of Democracy Winners
  - 1<sup>st</sup> Place – Savannah Hobbie
  - 2<sup>nd</sup> Place – Cassidy Turnbach
  - 3<sup>rd</sup> Place – Erin Weber
- VFW Patriots Pen Winner
  - Lillian Bryant
- County and Tri County Wrestling Champion – Julian George
- Grant Presentation – Presented by Justin Roach
  - Sustainable Jersey
  - New Jersey Health Communities Network
- New Road Construction Project Update – Presented by Robert Notley

## 9. Discussion Items February 27, 2018 Agenda

- Education, Curriculum & Technology- Agenda Items\*
- Personnel– To be Discussed in Executive Session- Agenda Items\*
- Policy- Agenda Items\*
- Finance- Agenda Items
  - 2018-2019 Budget Update

- **Buildings & Grounds/Facilities- Agenda Items\***
  - Elementary School Site Work Bid\*

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

- **Enrollment– Document A**
  - **Total Enrollment – 1,525**
    - High School – 938
    - Elementary School – 587
- **Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– Document B**
  - Fire Drill Reports**
    - **High School:**
      - January 2<sup>nd</sup> (Fire Drill)
      - January 22<sup>nd</sup> (Round Table Discussion)
    - **Elementary School:**
      - January 15<sup>th</sup> (Fire Drill)
      - January 25<sup>th</sup> (Lockdown)
- **HIB Monthly Report – Document C**
  - **High School:**
    - Two Incidents – 1 Confirmed HIB, 1 Not HIB
  - **Elementary School:**
    - Two Incidents – 1 Confirmed HIB, 1 Not HIB
- **District Calendar 2017-2018 SY – Revised**
  - March 14<sup>th</sup> – Regular Full School Day (Changed from Early Dismissal/Staff In-Service)
- **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 to authorize soliciting bids for the Elementary School Site Work. The specifications will be reviewed by the board solicitor and New Road Construction prior to release.
- 13. **Recommend** approval to amend the 2018 IDEA grant to allocate carryover funds in the amounts – Basic: \$17,218.00 and Preschool: \$3,139.00.
- 14. **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# 122312 (date of birth)

**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>
March 22, 23, 2018	Alissa Boyne	Plainsboro	Visualizing and Verbalizing Workshop	No	Mileage - \$51.15 Registration-\$749.00
March 12, 2018	Oriana Kopec Heather Saake	Trenton - TCNJ	Advisor Workshop	Yes-2	Registration-\$30.00 each Mileage-\$29.76
March 9, 2018	Colleen Graziano	Freehold	Personalized Learning Visit	No	Mileage-\$13.02
April 12, 2018	Colleen Graziano	Brick	Personalized Learning Workshop	No	Registration-\$149.00 Mileage-\$19.84

**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>
February 6, 2018	Eric Clark Marie Lauffer Danielle Kurani	Music	Red Bank Regional High School	All Shore Concert Performance	Yes-3	Bus-\$272.00	None
March 16, 2018	Kristine Pierce Kimberly Ward	Grade 7 – STEM	Manasquan Boro Hall	Mock Trial STEM Project	Yes-2	None	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:  
**#23955      Grade 7      December 7, 2017 (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 2017-2018 school year, as per **Document 1**.

**Financials**

- 19. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending **January 31, 2018** as per **Document 2**.

## **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 **JANUARY 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 **JANUARY 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 **JANUARY 31, 2018** per **Document D**. (The Treasurer of School Moneys Report for the month of **JANUARY 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 **JANUARY 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 **JANUARY and FEBRUARY** as recommended by the Superintendent of Schools, as per **Document D**.

**Purchase Orders** for the month of **FEBRUARY 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 **\$1,237,772.48** for the month of **FEBRUARY, 2018** be approved. Record of checks (**#41805** through **#41873**), and distributions are on file in the Business Office.

**Be it Resolved:** that the **Bills (Capital Expense)** in the amount of **\$61,495.60** for the month of **FEBRUARY, 2018** be approved. Record of checks (**#1140** through **#1147**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **JANUARY, 2018** at **\$2,787,099.13** and checks (**#41634** through **#41804**) and **(Capital Expense)** for **JANUARY, 2018** at **\$478,526.48** and checks (**#1126** through **#1139**).

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

- 21. Recommend** approval of the addition of the Advanced Placement Music Theory course for the Spring 2018 semester. The curriculum, which has been approved by the College Board, will be taught by Ryan Wiemken at no additional cost to the district.
- 22. Recommend** approval to accept the donation of an Altenburg piano, serial number IMH00254, valued at \$1,000 received from the Presbyterian Church Music Department.
- 23. Recommend** approval of a 36-month contract with Lightpath to provide Ala Carte Internet Access with a 1,000 Mbps bandwidth option, in the total monthly recurring amount of \$1,900.35. (pending attorney review)
- 24. Recommend** approval of the acceptance of the following Parent-Paid Tuition Student in Grade 9 at Manasquan High School for the 2018-2019 school year (tuition rate to be determined)
- Student ID# (TBD) – K.M.
- 25. Recommend** approval to appoint the following person to the position specified for the period beginning February 28, 2018 and ending at the next organization meeting of the Manasquan Board of Education:
- School Safety Specialist                      Jesse Place
- 26. Recommend** approval of the following job description, as per **Document H:**
- Strength and Conditioning Coach
  - School Safety Specialist
- 27. Recommend** approval of the *Revised 2017-2018 School Year Calendar* as per **Document I.**

**Professional Days**

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

<b><u>Date</u></b>	<b><u>Name</u></b>	<b><u>Destination</u></b>	<b><u>Purpose</u></b>	<b><u>Sub</u></b>	<b><u>Cost</u></b>
March 15, 2018	James Egan Jesse Place Frank Scott	Malvern, PA	Office 365 Security Workshop	No	Mileage-\$55.18 each
March 14, 2018	Nicholas Bock James Egan Lisa Kukoda Jesse Place	Piscataway	Microsoft in Education Workshop	No	Mileage-\$27.22 each
May 8, 2018	Barbara Kerensky	Mt. Laurel	Action Plan and Supervision Workshop	No	Registration-\$150.00
March 9, 2018	Barbara Kerensky	Freehold	Personalized Learning Visit	No	None
May 22, 2018	Jesse Place	Monroe	School Human Resources Management Workshop	No	Mileage-\$20.09 Registration-\$149.00
February 23, 2018	Julian Price	Atlantic City	Glazier Football Clinic	Yes	None
March 2, 2018	Amy Edwards Jill Wells	Lakewood	AAC Device Implementation Workshop	Yes	Registration-\$65.00 each
February 2, 2018	Andrew Bilodeau	Washington Township	NJSIAA Selection	Yes	None
March 23, 2018	James Fagen	Holmdel	Forum on Vietnam	Yes	Mileage-\$14.00 Registration-\$75.00

**Student Action**

**Field Trips**

29. **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>
March 4, 2018 (\$650 (Compensation to MHS))	Ryan Wiemken Michael Kaminski	Band	Belmar	St. Patrick's Day Parade	No	2 Buses - \$900.00	None
March 10, 2018 (Compensation Amount to be determined)	Ryan Wiemken Michael Kaminski	Band	Seaside	St. Patrick's Day Parade	No	2 Buses - \$900.00	None
February 26, 2018	Jill Santucci Leigh Busco	Peers	Schroth School	Student Life Experience	Yes-1	Bus - \$300.00	None
March 22, 2018	Leigh Busco Elizabeth Rudder	SAC	Sheriff's Office	Heroin Use Prevention	No	Bus - \$258.00	None
March 13, 2018	Leigh Busco Elizabeth Rudder	SAC	Brookdale College	Youth Wellness Summit	No	Bus - \$258.00	None

**Placement of Students on Home Instruction**

30. **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:

- #182557      **Grade 12**      **January 29, 2018 - June 21, 2018 (Medical)**
- #203008      **Grade 10**      **January 23, 2018 - March 1, 2018 (Medical)**
- #192616      **Grade 11**      **January 31, 2018 - March 1, 2018 (Medical)**
- #182358      **Grade 12**      **January 31, 2018 - March 1, 2018 (Medical)**
- #182303      **Grade 12**      **January 31, 2018 - March 1, 2018 (Medical)**
- #213332      **Grade 9**      **January 31, 2018 - March 1, 2018 (Medical)**
- #2437      **Grade 9**      **January 19, 2018 - March 1, 2018 (Medical)**
- #2227      **Grade 12**      **January 30, 2018 - March 1, 2018 (Medical)**

31. **Old Business/New Business**

32. **Public Forum**

33. **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 – HIB Appeal, Potential Litigation)
- 2. Impact Rights to Receive Federal Funds
- 3. Unwarranted Invasion of Individual Privacy
- 4. Collective Bargaining (Update on MEA Negotiations)
- 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, Resignation, 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**

34. **Recommend** approval of the Elementary School personnel as per **Document 3.**

**MANASQUAN/SENDING DISTRICTS**

**Personnel**

35. **Recommend** approval of the High School personnel as per **Document J.**

36. **Adjournment**

Motion to Adjourn