

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
August 14, 2018
6:00 P.M.

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 July 17, 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

- **New Security Plan**– Presented by Timothy Clayton
- **School Environment, Policy 5533 (Pupil Smoking), and the Alternative School** – Presented by Richard Coppola
- **New Road Construction Project Update** – Presented by Joe McDermott

9. Discussion Items August 14, 2018 Agenda

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

Policy for 1st Reading

- P5517 – Student Identification Cards

Policy for 2nd Reading

- P & R 1613 – Disclosure and Review of Applicant’s Employment History

Regulation for Revision

- R 5533 – Pupil Smoking

- **Finance**
 - Receipt of Extraordinary Aid 17-18
- **Buildings & Grounds/Facilities**
 - Capital Reserve replenishment for sod/turf

10. Superintendent’s Report & Information Items

- **Enrollment– No Report for the Month** Document A (N/A)
- **Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– No Report for the Month** Document B (N/A)
- **HIB Monthly Report – No Report for the Month** Document C (N/A)
- **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 2018-2019 Extended School Year Transportation Contracts and Agreements for the period July 1, 2018 to August 30, 2018, as provided by MOESC. Prices are estimated costs which are subject to change as students are added and/or deleted from routes):

<u>Route</u>	<u>Destination</u>	<u># of Students</u>	<u>Contractor</u>	<u>Estimated Route Cost</u>
6523	Shore Center for Autism – Tinton Fall	2	Briggs	\$5,693.00
R631	Manasquan E.S. Preschool	9	DAG	\$3,274.72
R609	Manasquan E.S.	1	Briggs	\$489.60
R579	Alpha School – Jackson	1	Klarr	\$5,369.04
7537	Alpha School – Jackson	1	M&W	\$7,710.60
4526	Harbor School – Eatontown	1	Seman-Tov Inc.	\$2,824.50
R566	Collier High School – Wickatunk	2	Briggs	\$2,419.30
R601	Ocean Academy	1	DAG	\$1,333.13
Estimated Total ESY Transportation				\$29,113.89

13. Recommend approval and acceptance of the following Parent-Paid Tuition Students for the 2018-19 Integrated Preschool Program at the Manasquan Elementary School:

<u>3-year old Program</u>		<u>4-year old Program</u>	
State ID# 5936745785	\$1,100	State ID# 2523675660	\$1,700
State ID# 2527521422	\$1,100	State ID# 7747106228	\$1,700
State ID# 9974507524	\$1,100	State ID# 9121607474	\$1,700
State ID# 6914771249	\$1,100	State ID# 2266598600	\$1,700
State ID# 2522867748	\$1,100	State ID# 2290689572	\$1,700
E.G. (ID Not Yet Registered)	\$1,100		
V.G. (ID Not Yet Registered)	\$1,100		
K.S. (ID Not Yet Registered)	\$1,100		
A.M. (ID Not Yet Registered)	\$1,100		

14. Recommend approval of the continuation of placement in the Manasquan Elementary School of the following student as a “Tuition Free Student of Staff Members” in accordance with the MEA/MBOE Negotiated Agreement for the 2018-2019 school year:

- Student ID# 4982707962 7th Grade

15. Recommend approval of the following pay application (*pending attorney review*):
- Pay Application #1 – CM3 Building Solutions, Inc., for Manasquan Elementary School Access Control project, in the amount of \$36,324.20.
16. Recommend approval to appoint the following person to position specified for the period beginning August 15, 2018 and ending at the next organization meeting of the Manasquan Board of Education:
- Anti-Bullying Specialist – Anthony Cinelli - MES
17. Recommend approval of the continuation of placement of the following Parent-Paid Tuition Students for the 2018-19 Integrated Preschool Program, 4 year old Program at the Manasquan Elementary School, at the annual tuition rate of \$1,700:

4-year old Program
 State ID#3740718345
 State ID#8855326711
 State ID#8657201310

18. Recommend approval and acceptance of the following Parent-Paid Tuition Students for the 2018-2019 school year, at the annual tuition rate of \$7,000:

Manasquan Elementary School – Grade 8 – H.D. (*ID Not Yet Registered*)

19. Recommend approval of a Request for Obsolete Equipment Disposal of Technology Equipment, as per **Document 1**.

Professional Days

20. 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 18, 2018	Alissa Boyne Nicole DeStefano Marissa Melillo Heather Saake Pre-K Paraprofessional (To Be Hired)	Livingston, NJ	Sign Language for Special Needs Children	Yes - 3	Registration: \$175.00 Travel: \$36.82 (Costs Per Attendee)
October 1 & 2, 2018	Teresa Trumpbour	Long Branch, NJ	AENJ (Art Educators of NJ)	Yes - 1	None
August 27, 2018 September 25, 2018 September 26, 2018 October 9, 2018	Anthony Cinelli	Monroe, NJ	NJPSA Anti- Bullying Specialist Training	No	Registration: \$450.00 Travel: \$59.52

Student Action

Field Trips

21. Recommend approval of the field trips listed below: None at this time

Placement of Students on Home Instruction

22. 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

23. Recommend approval of the revised 2018-19 External Placement list that reflects tuition costs and transportation costs, as per **Document 2**.

Financials

24. **Recommend acceptance** of the following **Elementary School Central Funds Report** for the month ending **July 31, 2018** as per **Document 3**.

MANASQUAN/SENDING DISTRICTS

General Items

25. **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 **JULY 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 **JULY 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 **JULY 31, 2018** and the **REVISED** report for the month ending **JUNE 30, 2018** per **Document D**. (The Treasurer of School Moneys Report for the month of **JULY 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 **JULY 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 **2018-2019 budgets** for **JULY and AUGUST** as recommended by the Superintendent of Schools, as per **Document D**.

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

Recommend **acceptance** of the **Cafeteria Report – No Report**.

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$359,190.53** for the month of **AUGUST, 2018** be approved. Record of checks (**#42781** through **#42848**), and distributions are on file in the Business Office.

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$38,103.48** for the month of **AUGUST, 2018** be approved. Record of checks (**#1210** through **#1214**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **JULY, 2018** at **\$1,248,126.15** and checks (**#42700** through **#42780**) and **(Capital Expense)** for **JULY, 2018** at **\$1,129,601.84** and checks (**#1202** through **#1209**).

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

26. **Recommend** authorization for the School Business Administrator to execute contract for the 2018-2019 school year with Tokio Marine Specialty Insurance Company, through Alliant/Boynton & Boynton, for the Pollution Liability coverage, in the amount of \$10,897.60.
27. **Recommend** approval of the 2018-2019 Agreement for Cooperative Sports Programs between the Manasquan Board of Education and Point Pleasant Beach Board of Education, in the amount of \$17,000.00, as per **Document G**.
28. **Recommend** approval to authorize the School Business Administrator to open an account with the Manasquan Bank for the purpose of depositing the proceeds from the equipment lease previously executed. Signatories: School Business Administrator and Board President
29. **Recommend** approval and acceptance of the following Parent-Paid Tuition Students for the 2018-19 school year, at the annual tuition rate of \$7,000:
 - Manasquan High School – Grade 9 - L.T. (*ID Not Yet Registered*)
 - Manasquan High School – Grade 10 - T.I. (*ID Not Yet Registered*)
30. **Recommend** approval of the continuation of placement of the following Parent-Paid Tuition Student for the 2018-19 school year, at the annual tuition rate of \$7,000:
 - Manasquan High School – Grade 10 – State ID# 5910992005
 - Manasquan High School – Grade 12 – State ID# 3820409075
31. Recommend approval of the continuation of placement in Manasquan High School of the following student as a “Tuition Free Student of Staff Members” in accordance with the MEA/MBOE Negotiated Agreement for the 2018-2019 school year:
 - Student ID# 9938616264 9th Grade
32. **Recommend** approval of the acceptance of a foreign exchange student through the SEVIS program, in the Manasquan High School – Grade 12 for the 2018-2019 school year, at the annual tuition rate of \$17,000.00.
33. **Recommend** approval of the following pay applications (*pending attorney review*):
 - Pay Application #10 from Kappa Construction, for the Manasquan High School Addition and Renovations Project, in the amount of \$994,670.75.
 - Pay Application #2 from Shorelands Construction Inc., for the Manasquan Alternative School Renovations Project, in the amount of \$67,551.55.
 - Pay Application # 1 from Your Way Construction, for the Manasquan Elementary School Site Work Project, in the amount of \$174,783.00.
 - Pay Application #1 from The LandTek Group, Inc., for the Manasquan lower field project, in the amount of \$34,006.00
34. **Recommend** approval of the Change Order #1 from Shorelands Construction, Inc., for the Manasquan High School Alternative Education Building project for the following: Installation of 1,044 square feet of Tarket Alpine Plant in lieu of Armstrong Standard VCT, in the total additional amount of \$1,365.00. and adding one step and rail at south entrance; adding one ADA Ramp to

service west entrance; Removing 75 lf of 4' wide sidewalk on south side of building to connect the ramp and stair; credit for aluminum stair and ramp included in base bid, in the total additional amount of \$4,242.00. Total Change Order amount \$5,607.00.

35. **Recommend** approval of the use of the Inmate Labor Program offered by the Monmouth County Sheriff's office during the first two weeks of August 2019 (if available by the Department of Corrections).
36. **Recommend** approval of the Initial Application for Temporary Instruction Space, Application for Change of Use of Educational Space and Renewal Application for Temporary Instructional Space, for the 2018-2019 school year as a result of the Referendum Project and the submission to the County Office of Education.
37. **Recommend** authorization for the School Business Administrator to execute contract for the 2018-2019 school year with Selective, for the Flood Renewal Coverage, in the amount of \$10,489.00
38. **Recommend** approval to authorize the School Business Administrator to increase the 2018-19 budget by the amount of \$55,000 due to the receipt of unbudgeted anticipated tuition from the SEVIS and parent-paid tuition programs and appropriate same amount pursuant to N.J.S.A. 18A: 38-19 and N.J.S.A. 18A: 46-21.
39. **Recommend** approval to accept a donation from the Warrior Club House account in the amount of \$26,000 to provide Law Enforcements Officer services for the 2018-19 school year.
40. **Recommend** approval of the agreement between the Borough of Manasquan and the Manasquan Board of Education to supply a Law Enforcement Officer and a Special Law Enforcement Officer II to the Manasquan Elementary School for the 2018-19 school year, in the estimated amount of \$26,000.
41. **Recommend** approval of the second reading and adoption of the following policy, as per **Document H:**
 - o P & R 1613 – Disclosure and Review of Applicant's Employment History
42. **Recommend** approval of the revision of the following regulation, as per **Document I:**
 - o R 5533 – Pupil Smoking
43. **Recommend** approval of the first reading of the following policy, as per **Document J:**
 - o P 5517 – Student Identification Cards
44. **Recommend** approval of the Curriculum list for the 2018-2019 School Year as per **Document K.**

Professional Days

45. **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 30, 2018 November 27, 2018 December 4, 2018 January 17, 2019 February 7, 2019 March 19, 2019 April 9, 2019	Lynn Coates	Mt. Laurel	NJASBO 2018-19 Professional Development Programs	No	Registration \$700.00 Mileage \$37.37/trip

September 27, 2018 October 18, 2018 November 15, 2018 December 13, 2018 January 10, 2019 February 21, 2019 March 21, 2019 April 18, 2019 May 16, 2019 June 6, 2019	Lynn Coates	Tinton Falls Spring Lake Heights (12/13 & 3/21)	MCASBO Monthly Meetings	No	None
May 7, 2019	Sandra Freeman	Mt. Laurel	NJASBO 2018-19 Professional Development Program	No	Registration \$100.00 Mileage \$37.37
October 17, 2018	Barbara Kerensky	East Windsor, NJ	Knowing Yourself Better to Lead Your Team	No	None
December 17, 2018	Barbara Kerensky	East Windsor, NJ	Improving Student Performance	No	None
January 8, 2019	Barbara Kerensky	East Windsor, NJ	Personnel II: Hot Topics & Extraordinary Issues	No	None
August 28, 2018	Timothy Clayton	Freehold, NJ	School Security Supervisors Meeting	No	None
June 19, 2018	Claire Kozic	Raritan, NJ	Cohort Meeting for Health Communities Grant	Yes – 1	Travel \$7.99

Student Action

Field Trips

46. Recommend approval of the field trips listed below: **None at this time**

Placement of Students on Home Instruction

47. 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**

48. Old Business/New Business

49. Public Forum

50. 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
(Special Education Student Matters and tuition student)
- 2. Impact Rights to Receive Federal Funds
- 3. Unwarranted Invasion of Individual Privacy
- 4. Collective Bargaining (MEA Update, Grievance)
- 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

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

MANASQUAN/SENDING DISTRICTS

Personnel

52. **Recommend** approval of the High School personnel as per **Document L.**

53. **Adjournment**

Motion to Adjourn