

# MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Manasquan Borough  
Manasquan High School Media Center  
February 25, 2014  
7:00 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 Bossonne	Michael Forrester (SLH)	Alfred Sorino
Jack Campbell	Mark Furey (Belmar)	Tedd Vitale (Brielle)
Kenneth Clayton	Heather Garrett-Muly	James Walsh
Linda DiPalma	Thomas Pellegrino	Patricia Walsh

### 4. Mission Statement

Manasquan School District's mission is to empower students to reach their potential and become life-long learners. We strive to ensure that students play an active role in their education, are guided by rigorous academic standards aligned with the New Jersey Core Curriculum Content Standards, and function within the community that regards student, educators, and parents as full participants in the educational process. We dedicate ourselves to the realization of a supportive learning environment that nurtures growth, personal integrity and mutual respect.

### 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 referred to the appropriate Board committee. The members of the Board committee work with the administration and the Superintendent of Schools to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then is it 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 Regular Open Business Meeting and Closed Executive Session of January 28, 2014. Closed Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed session no longer exist.

### 7. Presentations

### 8. Superintendent's Report & Information Items

**Recommend** approval of the acceptance of the Superintendent's Reports as listed below:

- Enrollment – **Document A**
- Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– **Document B**

- HIB Report – **Document C**
- Mid-Year Electronic, Violence and Vandalism Reporting System (EVVRS) – **September 2013 through December 2013**

**9. Student Board Representative Report – Joyce Pegler**

**10. Board Committee Reports**

**11. Public Comment on Agenda**

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. 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 1st Reading of Revised Manasquan Board of Education Policy #5536 – Random Student Drug and Alcohol Testing as per **Document D.**
- 13. Recommend** approval of the 1st Reading of Revised Manasquan Board of Education Regulation #5536 – Random Student Drug and Alcohol Testing as per **Document E.**
- 14. Recommend** approval of the 1<sup>st</sup> Reading of Policy #5300 Automated External Defibrillators (AEDS) as per **Document F.**
- 15. Recommend** approval of the 1<sup>st</sup> Reading of Regulation #5300 Automated External Defibrillators (AEDS) as per **Document G.**
- 16. Recommend** approval of the amendment to the 2013-2014 NCLB Grant to transfer \$17,528.00 from instructional supplies in Title I to salaries and benefits in Title I, and to transfer \$2,153.00 from supplies to salaries in Title III.
- 17. Recommend** approval to create a new teaching position in the Elementary School for the remainder of the 2013-2014 SY paid through Title I funds:
- Basic Skills Teacher – TCH.ES.BASK.FL.01

**Personnel**

- 18. Recommend** approval of a Child Care Leave of Absence, extension for TCH.MS.MATH.08.04 (4468), to return May 16, 2014. (Previously approved to return April 4, 2014)
- 19. Recommend** approval of the appointment of **Danielle Romano**, TCH.ES.SPED.RR.25, Special Education Teacher, beginning February 24, 2014 through June 30, 2014 at Step 3B - \$48,500.00
- 20. Recommend** approval for **Teresa Savage**, School Psychologist, to work two additional days to work on IEPs at a daily rate of \$280.00.

21. **Recommend** approval of the following non-paid volunteers for the 2013-2014 SY:

**Doug Wells** - MES Assistant Baseball Coach

22. **Recommend** approval for PARA.ES.AIDE.NA.09, to take an unpaid Family Leave of Absence beginning March 6, 2014 through April 21, 2014.

23. **Professional Days**

**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>
February 3, 2014	Oriana Kopec	Sea Girt Elementary	PLC	Yes – 1 period	None
March 13, 14, 18, 20, 2014	Valerie, DeAntonio, Kindle Kuriscak, Christin Walsh	Manasquan Elementary - Webinar	Report and story form	Yes – 2/each date	None
March 18, 2014	Lorissa Voorhees	Millstone	LDTC Workshop	No	\$14.88 mileage
March 19, 2014	Rich Kirk	Forsgate Country Club	Mandatory LDTC Training for NJASK	No	\$9.92 mileage

**Student Action**

24. **Field Trips**

**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>
June 4, 2014	Laura Wahl	6 <sup>th</sup> Grade	Sandy Hook	To enhance curriculum	Yes – 3	\$858 transportation	None

25. **Placement of Students on Home Instruction**

No placements at this time.

**Secretary’s Report**

26. **Recommend acceptance** of the following **Financial Reports, Elementary School Central Funds Report, Purchase Orders and Payment and Confirmation of Bills (Current Expense)** as noted in **A, B, C and D**:

- A) Secretary’s Financial & Investment Report as per **Document H**
- B) Elementary School Central Funds Report as per **Document I**
- C) Purchase Orders as per **Document J**
- D) Cafeteria Report – **Document K**
- E) Bills and Confirmation of Bills (Current Expense)

A) The Business Administrator/Board Secretary certifies that as of **January 31, 2014** 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. 6:20-2A.10(d), the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary’s** certification as of **January 31, 2014** 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, 2014** per **Document H**. (The Treasurer of School Moneys Report for the month of **January 2014** is on file in the Business Office and is in balance with the Secretary's Report).

Pursuant to N.J.A.C. 6:20-2A.10(e), 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, 2014** 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 **2013-2014 budgets** for **January and February** as recommended by the Superintendent of Schools, as per **Document H**.

- B) Recommend acceptance of the Elementary School Central Funds Report** for the month ending **January 31, 2014** as per **Document I**.
- C) Purchase Orders** for the month of **February 2014** be approved, as per **Document J**.
- D) Recommend acceptance of the Cafeteria Report** as per **Document K**.
- E) Be It Resolved:** that the **Bills (Current Expense)** in the amount of **\$1,158,531.98** for the month of **February 2014** be approved. Records of, checks (**#34084- #34160**) and distributions are on file in the Business Office.
- F) Confirmation of Bills (Current Expense)** for **January 2014** at **\$3,204,622.23** and checks (**#33923- #34083**).

### MANASQUAN/SENDING DISTRICTS

#### General Items

- 27. Recommend approval** of the 2014 – 2015 School Year Calendar as per **Document 1**.
- 28. Recommend approval** to purchase Dell Venue Tablets (130), Peripherals, and Imaging Services from Dell Computer in the amount of \$139,471.80. NJ State Contract #70256 - WSCA/NASPO.
- 29. Recommend approval** to enter into a lease agreement with Dell Financial Services for Dell Venue Tablets (330) with Mobile Keyboards for a 40 month term with 3 payments of \$61,776.43 each, subject to the review and approval of the Board Attorney. Pricing from NJ State Contract #70256 - WSCA/NASPO.
- 30. Recommend approval** to accept the resignation of **Dominic Carrea**, Interim Business Administrator, effective March 7, 2014.

#### Personnel

- 31. Recommend approval** of the following teachers to teach **HSPA Remediation January 28 through March 3, 2014** at a stipend of **\$57.00 per block**:  

<b><u>Brett Lomas</u></b> – Math	<b><u>Justin Roach</u></b> – English
<b><u>Ryan Basaman</u></b> – Math	<b><u>Monica Fenlon</u></b> – English
- 32. Recommend approval** of the following teachers for duty coverage beginning **January 28 through March 3, 2014** at a stipend of **\$28.50 per day**:

**Carolyn Treney – Block 3B**

**Matthew Voskian – Block 4A**

33. **Recommend** approval of the following teachers for duty coverage for the **Spring Semester** at a stipend of **\$28.50 per day**:

**Ryan Basaman – Block 3A**

**Kurt Fenchel – Block 3C**

**Carol Kooklin – Block 4A**

**Bob Waldeyer – Block 4C**

**Jen Kackos – Block 3A**

**Kris Buss – Block 3C**

**Amy Boss – Block 4C**

**Gretchen Boodey – Block 4B – beginning February 19, 2014**

34. **Recommend** approval of the following teacher to teach an additional class for the Spring Semester, beginning February 19, 2014 at a stipend of \$5,130.00 (pro-rated):

**Jennifer Mura - English II, ICR**

35. **Recommend** approval of the following substitutes **for the 2013-2014 SY**:

**Ashley Campbell - Teacher**

**Nicole Cartier - Teacher**

**Christopher DiChiara - Custodian**

**Matthew Faden - Teacher**

**Ian Groezinger - Teacher**

**Jaimee McMullen - Teacher**

**Louis Mitchell - Teacher**

**Brendan Talbot - Teacher**

**Susan Tahan - Teacher**

36. **Recommend** approval of the appointment of **Teresa Blasi**, SEC.BO.PYRL.NA.15, Payroll Clerk for the 2013-2014 school year beginning February 26, 2014 (or as soon afterwards) through June 30, 2014 at an annual pro-rated salary of \$37,000.00.

**Athletics**

37. **Recommend** approval of the following appointments for extracurricular/coaching positions for the 2013-2014 SY:

**Allyson Boucher - Assistant Softball Coach at Step 4 - \$3,300.00**

**Ashley Campbell - Assistant Softball Coach at Step 1 - \$2,840.00 (pending substitute certification)**

**Steve Antonucci - Assistant Baseball Coach at Step 8 - \$5,300.00 (Pending criminal history approval)**

**Harry Harvey - Drama Assistant at a stipend of \$2,900.00**

**John Menafra - Assistant Wrestling Coach – pro-rated at 25% of Step 1 – \$600.00**

38. **Recommend** approval of the following non-paid volunteers for the 2013-2014 SY:

**David Hallion - Assistant Golf Coach**

39. **Recommend** to accept the **resignation** of **James Wladich** as the **Assistant Wrestling Coach** for the **2013-2014** season effective January 28, 2014. Mr. Wladich will be paid 75% of Step 5 - \$2,118.75.

40. **Professional Days**

**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>
February 7, 2014	Andrew Bilodeau	Robbinsville	NJSIAA Selection Committee for All Star Team	Yes	None
February 7, 2014	Jesse Place	County Office, Freehold	To review preliminary budget with the County Superintendent/BA	No	\$10.79 mileage
March 10, 2014	Craig Murin	Monroe Township	Provide information on high school math	No	\$140 registration \$18.34 mileage
March 13, 2014	Jamie Egan	Iselin	Nimble Training	No	\$24.80 mileage
March 13, 2014	Frank Scott	Iselin	Nimble Training	No	\$22.50 mileage
March 26 – 29, 2014	Ron Kornegay	Atlantic City	Directors of Athletics' Workshop	No	\$350 registration \$42.89 mileage \$285.18 accom.
March 28, 2014	Sandi Freeman	Freehold	Non Public Transportation	No	\$10.32 mileage
April 28, 2014	Cheryl Bontales	Jersey Shore University Medical Center, Neptune	Certification Advanced Cardiac Life Support	Yes	None

### **Student Action**

#### **41. Field Trips**

**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 28, 2014	Paul Battaglia	Squan-A-Thon	Jersey Shore Medical Center	The committee will be delivering pajamas to families in need	Yes – 2	\$250 transportation	Squan-A-Thon Account
March 11 & 12, 2014	Monica Fenlon	Model UN	St. Peter's University	Model UN Conference	Yes	\$600 transportation	School Account
March 17, 2014	Jill Santucci	Peer Leaders	Schroth School	To enable peer leaders to interact with the students and partake in hands-on activities	Yes	\$400 transportation	None
March 20, March 27, April 3, 2014	Lisa Crowning	Academic Team	Allentown High School	To compete in academic tournament	No	\$300 each date transportation	School Account
May 15, 2014	Pamela Grandinetti	Special Education History	New York City	To enhance history curriculum	Yes – 3	\$550 transportation	Students

#### **42. Placement of Students on Home Instruction**

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

#161616	Grade 10	January 30, 2014 – TBD (Medical)
#15599	Grade 11	January 29, 2014 – TBD (Hospitalization)

#132074	Grade 9	February 17, 2014 – March 3, 2014
#2008	Grade 9	September 27, 2013 – TBD
#161517	Grade 10	December 3, 2013 – TBD
#161805	Grade 10	January 24, 2014 - TBD

**43. Placement of Students Out of District**

No placements at this time.

**44. Financials**

**Recommend acceptance** of the following **High School Central Funds Report** for the month ending **January 31, 2014 as per Document 2.**

**45. Public Forum**

**46. Old Business/New Business**

**47. Executive Sessions**

**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 may 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 at \_\_\_\_\_, 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 sixty (60) 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 on 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
- X 7. Litigation or Contract Matters or Att./Client Privilege
- X 8. Personnel Matters
- \_\_\_ 9. Imposition of Penalties Upon an Individual

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

**48. Public Forum**

**49. Adjournment**

Motion to Adjourn