

MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION
REGULAR PUBLIC BOARD OF EDUCATION MEETING

Manasquan Borough
Manasquan High School Media Center
April 26, 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 March 15, 2016 and the Regular Public Meetings and Closed Executive Session of March 22, 2016.

7. Student Board Representative Report

8. Presentations

- **High School Students of the Month for March** – Mary Emich, Senior – Maura Farragher, Junior – Jessica Waldeyer, Sophomore – Mary Kathleen Huth, Freshman
- **High School Teacher of the Month for March**– Craig Murin
- **Elementary School Student of the Month for March** – Ryan O’Keefe

- **Elementary School Teacher of the Month for March** – Kirt Wahl
- **Elks Elementary School Student of the Month for April** – John McHugh
- **Elks Teenager of the Month for April** – Ian Waldman
- **Conserve Wildlife Foundation of New Jersey Poster and Essay Winner** – Lillian Bryant
- **Teachers of the Year**
 - Kristine Sliwoski – Elementary School
 - Monica Fenlon – High School
- **Coach Recognition**
 - Lisa Kukoda – Coach of the Year
 - Craig Murin – 300 Wins
- **High School Girls’ Basketball Team**
- **Public Hearing on the 2016-2017 Budget** – presented by Dr. Frank Kasyan – Superintendent of Schools, Mrs. Lynn Coates – School Business Administrator, Mr. Jesse Place – Director of Technology, Mrs. Barbara Kerensky – Director of Curriculum, Mrs. Colleen Graziano - ES Principal, and Mr. Richard Coppola – HS Principal

9. Superintendent’s Report & Information Items

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

Recommend approval and acceptance of the Superintendent’s Report.

10. 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

11. 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 **March 31, 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 **\$2,158,713.00** 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 **March 31, 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 **March 31, 2016** per **Document D**. (The Treasurer of School Moneys Report for the month of **March 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 **March 31, 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 **2015-2016 budgets** for **March** and **April** as recommended by the Superintendent of Schools, as per **Document D**.

Recommend **acceptance** of the **Elementary School Central Funds Report** for the month ending **March 31, 2016** as per **Document E**.

Purchase Orders for the month of **April 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 **\$1,247,734.47** for the month of **April 2016** be approved. Records of checks (**#38015** through **#38105**) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for **March 2016** at **\$2,123,479.38** and checks (**#37857** through **#38014**).

Adoption of Final 2016-2017 Budget

- 12. Recommend** approval of the adoption of the final 2016-2017 School District Budget as listed below and as per the advertised budget – **Document H**.

BE IT RESOLVED that the final budget be approved for the 2016-2017 school year using the 2016-2017 state aid figures and the Secretary to the Board of Education be authorized to submit the following final budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2016-2017 Total Expenditures	\$24,648,708	\$378,457	\$666,351	\$25,693,516
Less: Anticipated Revenues	\$10,495,090	\$378,457	- 0 -	\$10,873,547
Taxes to be Raised	\$14,153,618	-0-	\$666,351	\$14,819,969

13. Recommend acceptance of the following parent-paid tuition students in the Integrated Preschool Program:

- (I.D. #293169) Afternoon Session, at the pro-rated annual tuition amount of \$3,630, effective April 18, 2016
- (I.D. #313171) Morning Session, at the pro-rated annual tuition amount of \$2,321, effective April 27, 2016

14. Recommend approval of Special Education student #051413 from Spring Lake Heights into the a.m. pre-school program effective 5/9/16 at a tuition rate of \$1,608.28. (pro-rated)

15. Recommend acceptance of the following grants awarded by the Manasquan Elementary School Education Foundation:

- Student Playwriting to Performance (3 class playwriting residency)- Grade 6 - \$3,625
- Engineering is Elementary Science Kits – Grade 2 - \$2,300
- Mobile Technology Classroom – Reading Specialist, Grade 4 - \$5,000 (grant remains \$16,800 unfunded)
- Engineering and Design Lab – Technology Education - \$4,409.64
- Keyboard instruction and Keyboard lab – Chorus/Music - \$4,778.90

16. Recommend approval of the MOESC Cooperative Transportation Commencement Agreement for the 2016-2017 school year, as per **Document I.**

17. Be It Resolved that the Manasquan Board of Education hereby approves the Settlement Agreement, OAL Docket Number EDS - 01183-2016, for the Special Education Matter, and further authorizes the Board President to execute the document to effectuate the settlement.

18. Recommend approval of the LEA Assurances and Application for Certification for the Special Education-Medicaid Initiative (SEMI); Reimbursement System Medicaid Eligible Pupils, ages 3 to 21: FY2015-2016 and FY2016-2017, as per **Document J-1** and approval of the Data Sharing Agreement SEMI FY2015—2016 and FY2016-2017, as per **Document J-2.**

19. Recommend approval to appoint Margaret Polak as the SEMI Coordinator.

20. Recommend approval to authorize the Architect of Record to develop plans and specifications for bidding the following projects:

- Elementary School Window Replacement (1st phase)
- Elementary School Secure Vestibule

21. Recommend approval of the Superintendent’s 2016-2017 Merit Goals.

22. Recommend approval to purchase 175 Dell Latitude 11 2-in-1 Personalized Learning Device for MES Grades 6 and 7 from Dell, Inc. in the amount of \$170,360.75. NJ State Contract #89967. **(FRNJ Grant Funded, No Cost to District)**

23. Recommend approval of the adoption of the following revised policies, as per **Document K:**

- P & R 2412 – Home Instruction Due to Health Condition (M)
- P & R 2417 – Pupil Intervention and Referral Services (M)
- P & R 2481 – Home or Out-Of-School Instruction for general education pupils (M)
- P 3283 – Electronic communications between teaching staff members and students (M)
- P 4283 – Electronic communications between support staff members and students (M)
- P & R 5610 – Suspension
- P & R 5611 – Removal of pupils from the general education program for weapons/firearms offenses (M)
- P 5612 – Assault by pupils on board members or employees (M)
- P 5620 – Expulsion
- P & R 8462 – Reporting potentially missing or abused children (M)

24. Recommend approval of the acceptance of the first reading of the following policy, as per **Document L:**

- R 5612 – Assaults on district board of education members or employees (M)
- P & R 5613 – Removal of students for assaults with weapons offenses

25. Recommend approval of the acceptance of the second reading and adoption of the following policy, as per **Document M:**

- P & R 5330.01 Administration of Medical Marijuana (M) (New)

26. Recommend approval of the submission of the 3 year Comprehensive Equity Plan for 2016-2019, as per **Document N.**

Recommend approval of the STATEMENT OF ASSURANCE OF CEP IMPLEMENTATION Year 2016-2019 1. The school district will achieve and maintain compliance with all applicable laws, codes, regulations, and guidelines governing equity in education including, but not limited to: N.J.S.A. 18A:3620; N.J.S.A. 10:5; N.J.A.C. 6A:7; Guidelines for the Desegregation of Public Schools in New Jersey (1989); Titles VI and VII of the Civil Rights Act of 1964; Title 14 Manasquan Board of Education, Tuesday, April 26, 2016 Manasquan High School Media Center at 6:00 PM of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act of 1990; Individuals with Disabilities Education Act (I.D.E.A.) of 1997. 2. The school district has reviewed its implementation strategies for the academic year and provides assurance that the implementation timeline has been met at each school within the district, if applicable. The mandated staff development training programs have been conducted and areas of noncompliance as indicated in the Plan have met specific indicators of achievement at each site, if applicable, during this academic year.

27. Recommend approval for 1 additional day of release time and substitute coverage for the following teachers for the purpose of science curriculum writing during the 2015-2016 school year, dates to be determined:

- Barbara Buckley
- Lisa Crowning
- James Freda
- Thomas Glenn
- Laura Klink
- Chryseis McHugh
- Eric Wasnesky

Personnel

28. **Recommend** approval of the Elementary School personnel as per **Document O**.

Professional Days

29. **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 5, 2016	Cheryl Femenella	Monroe Township	FEA Workshop	Yes-1	Mileage-\$19.84 Registration-\$149.00
May 25, 2016	Gina Melillo	Fairfield	School Medical Emergencies Workshop	Yes-1	Mileage-\$16.74 Registration-\$239.00
May 4, 2016	Kathleen Stonaker	Millstone	LDTC Consortium	No	Mileage-\$8.00
June 24-26, 2016	Jesse Place	Denver, CO	School CIO Summit	No	None
June 26-29, 2016	Jesse Place	Denver, CO	ISTE Tech Ed Conference	No	Registration-\$494.00 Hotel-\$516.00 Meals/Incidentals-\$241.50 Airfare and Other Travel Costs Covered by CIO Summit
June 26-29, 2016	Dr. Frank Kasyan Frank Scott Kyle Froehlich	Denver, CO	ISTE Tech Ed Conference	No	Registration-\$494.00 Hotel-\$516.00 Meals/Incidentals-\$241.50 Airfare - \$373.00 Mileage to/from Airport-\$51.46 (not to exceed) Tolls-\$15.00(not to exceed) Airport Parking-\$44.00 (All costs per each traveler – FRNJ Grant Funded, No Cost to District)
April 25, 2016	Danielle Romano Jennifer Dyer	On-line	Dynamic Learning Maps Training	Yes-2	None

Student Action

Field Trips

30. **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 1, 2016	Thomas Russoniello Amelia Gliddon	G&T STEM	Belmar Elementary School	STEM Maker Fest	Yes -2	1 Bus \$420	None

Placement of Students on Home Instruction

31. **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

32. **Recommend** approval of the revised out of district placement list, as recommended by the Child Study Team - **No Change**

MANASQUAN/SENDING DISTRICTS

General Items

33. **Recommend** approval to advertise for the purpose of soliciting bids for Trash Collection Services for 2016-2017, with a multi-year option. The Bid specifications will be reviewed and approved by the board solicitor prior to release.
34. **Recommend approval of the Addendum to Investment Provider Hold Harmless and Information Sharing Agreement between Massachusetts Mutual Life Insurance Company (MassMutual), PenServ Plan Services, Inc., and the Manasquan Public School System, as per Document 1.** (The agreement has been reviewed and approved by the board attorney.)
35. **Recommend approval to authorize the Superintendent to engage in a contract with MRESC for the purpose of conducting a special education program review as per Document 2.**
36. **Recommend approval of the utilization of the SAMR framework to access and evaluate technology utilization.**
37. **Recommend** approval to authorize the following:
- A) The Architect of Record to develop plans and specifications for bidding the following project:
 - High School Secure Vestibule
 - B) And authorize the Superintendent, Business Administrator and Facilities Manager to develop plans and specifications for bidding/quoting for the following projects:
 - Field Sod and Irrigation
 - Track Resurface

Athletics

38. **Recommend approval to authorize the Superintendent to follow club development procedure for the following clubs:**
- **Sailing**
 - **Volleyball**
 - **Fishing**

Personnel

39. **Recommend** approval of the High School personnel as per **Document 3.**

Professional Days

40. **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>
June 22-24, 2016	Kevin Hyland	Baltimore, MD	NATA Clinical Symposium	No	Mileage-\$105.21 Registration-\$310.00 Hotel - \$302.00 Meals -\$172.50
April 29, 2016	Justin Roach	University of PA	Track and Field Relay	Yes	None
April 28, 2016	Kristen Zdanowicz	University of PA	Track and Field Relay	Yes	None
May 19, 2016	Craig Murin Brett Lomas	Rowan University	Digital Assessments in Mathematics	Yes-2	Mileage-\$177.12 each Registration-\$135.00 each

May 26, 2016	Allyson Griffith	Monroe, NJ	21 st Century Skill Development	Yes	Mileage-\$6.48 Registration-\$175.00
May 25-26, 2016	Leigh Busco	Atlantic City	Anti-Bullying Conference	No	Mileage-\$17.36 Registration -\$225.00 Hotel-\$84.00
May 3, 2016	Robert Kehoe Pamela Cosse Susan Lord VanNote	Manalapan	School Avoidance Workshop	No	Mileage-\$13.13
Date-To Be Determined	Dorothy Gerlach	Middletown	Tennis Tournament	No	Mileage-\$28.89
June 3, 2016	Timothy Clayton	West Windsor	NJSBA Security Conference	No	Mileage-\$24.99 Registration-\$99.00
May 25-26, 2016	Donald Bramley Richard Coppola	Atlantic City	Anti-Bullying Conference	No	Registration-\$225.00 each Hotel-\$84.00 each
April 21, 2016	Kimberly Read Cynthia Jost	Eatontown	MCASBO Meeting	No	Mileage - \$8.25
June 2,3, 2016	Nancy Knitter	New Brunswick	NJ TESOL/ESL Conference	Yes	Registration - \$344.00

Student Action

Field Trips

41. **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 5, 2016	John Driscoll Thomas Glenn Richard Read Robert Waldeyer	Grades 10 and 11	Monmouth University	Admissions and Business School Meeting	Yes-4	2 Buses - \$1,200.00 Total	None
May 26, 2016	Jamie Onorato	Yearbook – Grade 11/12	Donovan Catholic HS	Yearbook Design	Yes-1	1 Bus - \$275.00	None
May 13, 2016	Amy Edwards Barbara Buckley Linda Hoeler	Academy of Engineering Grades 9-12	Bell Works Holmdel	Maker Festival	Yes- 3	1 Bus - \$375.00	Student Funds
May 6, 2016	Jill Santucci Alisha Narucki	Peer Leaders	Schroth School	Peer Leader Celebration	Yes-1	1 Bus - \$300.00	None
May 2, 2016	Gina Melillo	Warriors for Wellness	Rutgers – Cook Campus	Tour for Science & Health Careers	Yes - MES	None	Student Funds

Placement of Students on Home Instruction

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

#162927	Grade 12	March 18, 2016 – June 23, 2016 (Medical)
#161531	Grade 12	April 11, 2016 – April 15, 2016 (Suspension)
#182337	Grade 10	April 11, 2016 – April 15, 2016 (Suspension)
#192907	Grade 9	March 1, 2016 – June 22, 2016 (Medical) Revised
#1991	Grade 11	April 7, 2016 – June 21, 2016 (Medical)
#192767	Grade 9	April 4, 2016 – April 30, 2016 (Medical)
#171854	Grade 11	April 4, 2016 – June 22, 2016 (Medical)
#161646	Grade 12	April 4, 2016 – June 22, 2016 (Medical)

Financials

43. **Recommend acceptance** of the following **High School Central Funds Report** for the month ending **March 31, 2016** as per **Document 4**.

44. Old Business/New Business

45. Public Forum

46. 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 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 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 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 or Court Order (HIB)
- 2. Impact Rights to Receive Federal Funds
- 3. Unwarranted Invasion of Individual Privacy
- 4. Collective Bargaining (MAA Negotiations Update)
- 5. Acquisition of Real Property or Investment of Fund
- 6. Public Safety Procedures
- 7. Litigation or Contract Matters or Att./Client Privilege (**Pending Litigation, Settlement**)
- 8. Personnel Matters (**Appointments, Employee Test Results**)
- 9. Imposition of Penalties Upon an Individual

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

Personnel

47. Recommend approval of the High School personnel as per Document 5.

48. Adjournment

Motion to Adjourn