

**MANASQUAN PUBLIC SCHOOLS
ENROLLMENT REPORT
2014 - 2015 School Year**

DOCUMENT A

ELEMENTARY SCHOOL

Grade		Comparative Figures - ES			
		September	2000	2014	
Kdg	53 (4 sections)	September	2000	695	
1st	72 (4 sections)	September	2001	695	
2nd	59 (3 sections)	September	2002	691	
3rd	72 (4 sections)	September	2003	691	
4th	61 (3 sections)	September	2004	681	
5th	79 (4 sections)	September	2005	703	
6th	81 (4 sections)	September	2006	688	
7th	70 (4 sections)	September	2007	684	
8th	66 (4 sections)	September	2008	696	
Pre-Schl.	4 (1 section)	September	2009	709	
LLD	1	September	2010	684	
MD	1	September	2011	677	
PPD	2	September	2012	663	
School PD	1	September	2013	649	
Total	622	September	2014	619	

	Grade 9	Grade 10	Grade 11	Grade 12	Totals
Avon	5	9	7	4	25
Belmar	29	29	27	22	107
Brielle	56	67	46	71	240
Lake Como	6	13	7	11	37
Manasquan	85	71	82	62	300
Sea Girt	10	11	10	8	39
Spring Lake	16	17	12	12	57
Spring Lake Heights	30	36	28	40	134
Employee Child	0	0	1	0	1
Parent Paid	0	0	0	1	1
PTC 20 (LLD)	5	5	5	1	16
PTC 22 (ED)	0	0	0	0	0
PTC 23 (MD)	0	0	0	0	0
Sub-totals	242	258	225	232	957

Shared-time:

Avon	0	0	0	0	0
Belmar	3	2	5	4	14
Brielle	2	1	2	3	8
Lake Como	0	1	0	4	5
Manasquan	1	3	3	0	7
Sea Girt	0	0	0	0	0
Spring Lake	0	0	1	0	1
Spring Lake Heights	0	2	3	0	5
LLD/Voc shared time	2	2	0	2	6
Sub-totals	8	11	14	13	46
High School Totals	250	269	239	245	1003

Comparative Figures - HS

September	2000	913
September	2001	971
September	2002	1059
September	2003	1078
September	2004	1063
September	2005	1047
September	2006	1052
September	2006	1052
September	2007	1025
September	2008	1028
September	2009	1016
September	2010	1028
September	2011	1021
September	2012	963
September	2013	1003
September	2014	1007

**MANASQUAN SCHOOL DISTRICT ATTENDANCE COMPARISON REPORT
2014 - 2015 School Year**

<u>HIGH SCHOOL</u>	<u>ATTENDANCE PERCENTAGE</u>	<u>AVERAGE DAILY ENROLLMENT</u>	<u>AVERAGE DAILY ATTENDANCE</u>
Dec-13	94.68	976.13	930.6
Dec-14	94.18	980.18	923.12
<u>ELEMENTARY SCHOOL</u>			
Dec-13	96.032	657	632.8
Dec-14	95.048	622.412	591.706

**MANASQUAN SCHOOL DISTRICT FIRE DRILL REPORT
2014 - 2015 School Year**

HIGH SCHOOL

<u>DATE OF DRILL</u>	<u>TIME OF DRILL</u>	<u>LENGTH OF DRILL</u>	<u>COMMENTS</u>	<u>SECURITY DRILLS</u>
DECEMBER 12	1:17 P.M.	7 minutes	Fire Drill	
DECEMBER 17	2:00 P.M.	20 minutes		Testing of emergency management communications system
<u>ELEMENTARY SCHOOL</u>				
<u>DATE OF DRILL</u>	<u>TIME OF DRILL</u>	<u>LENGTH OF DRILL</u>	<u>COMMENTS</u>	<u>SECURITY DRILL</u>
DECEMBER 12	1:45 P.M.	5 minutes	Fire Drill	
DECEMBER 18	1:10 P.M.	30 minutes		Emergency Lockdown (interior threat)



STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION
MONMOUTH COUNTY OFFICE
4000 KOZLOSKI RD.
FREEHOLD, NJ 07728
PHONE: 732-431-7810
FAX: 732-776-7287

CHRIS CHRISTIE
GOVERNOR

KIM GUADAGNO
LT. GOVERNOR

DAVID HESPI
Acting Commissioner

JOSEPH F. PASSIMENT, JR.
INTERIM EXECUTIVE COUNTY SUPERINTENDENT

September 26, 2014

Dr. Frank Kasyan, Superintendent
Manasquan Borough Board of Education
169 Broad Street
Manasquan, NJ 08736

Dear Dr. Kasyan:

Pursuant to N.J.A.C. 6A:23A-3.1(e)10-12, your contract contains language specifying the number of quantitative and qualitative goals and the percentage assigned to each of the merit criteria and these merit criterion must be approved by the Executive County Superintendent including the data that forms the basis of measuring the achievement of the merit criterion. On September 24, 2014 goals were sent to the Executive County Superintendent for approval for the 2014-2015 school year. The proposed merit goals for the 2014-2015 school year been reviewed. Please see my comments below:

- Qualitative Goal #1 has been approved
- Qualitative Goal #4 has been approved
- Quantitative Goal #2 has been approved
- Quantitative Goal #3 has been approved
- Quantitative Goal #5 has been approved

No further action is necessary by the Board of Education and the goals will be made part of the contract approved by the board of education. Once any of the goals for the 2014-2015 are completed, certification in the form of a board resolution attesting to the completion of the goal(s) is sent to my office for review and approval prior to the payment based upon the criteria.

Sincerely,

Joseph F. Passiment, Jr.
Interim Executive County Superintendent of Schools

JFP:ps

JANUARY 27, 2015

ELEMENTARY SCHOOL PERSONNEL

THE CHIEF SCHOOL ADMINISTRATOR RECOMMENDS THE FOLLOWING ELEMENTARY SCHOOL PERSONNEL TO THE BOARD OF EDUCATION:

Recommend approval of the request for **PARA.ES.CAID.NA.16** (4550) to take an unpaid medical leave of absence beginning December 8, 2014 through June 30, 2015.

Recommend approval of the request of an unpaid Family Medical Leave of Absence extension for **NRS.ES.NURS.FL.02** (4091) to approximately April 1, 2015. (*Previously approved to return approximately February 15, 2015*)

Recommend approval of the request for **TCH.ES.SPED.RR.12** (4326) to extend her unpaid Child Care Leave of Absence to December 11, 2015, previously approved to return March 20, 2015.

Recommend approval for **TCH.MS.ENGL.06.04** (4160) to take a paid medical leave of absence beginning on or about May 11, 2015 through June 19, 2015, and an unpaid Family Medical Leave of Absence beginning June 20, 2015 through November 13, 2015 and returning on November 16, 2015.

Recommend approval of the request for **TCH.ES.ELEM.01.22** (4103) to take a paid medical leave of absence beginning January 5 through January 14, 2015 and an unpaid medical leave of absence January 15 through March 2, 2015.

Recommend approval of the following teachers to chaperone the 8th Grade Class Trip, April 20 and 21, 2015 at a stipend of \$225.00 each per night:

<u>Rich Kirk</u>	<u>Joe Battista</u>	<u>Tom Russoniello</u>	<u>Brian McCann</u>
<u>Alyse Lybovich</u>	<u>Kristine Sliwoski</u>	<u>Gina Sommese</u>	<u>Kimberly Craig</u>

Recommend to approve **Brenan Gordon** for one additional period of instructional support weekly (Pd. 6) for Special Education student #24937, for the remainder of the 14/15 SY, at a rate of \$28.50 per period for 17 weeks, not to exceed \$484.50.

Recommend to approve **Samantha Oro** for one additional period (Pd. 5) of instructional support daily for Special Education student #23937, for the remainder of the 14/15 SY, at a rate of \$28.50 per period for 17 weeks, not to exceed \$2,422.50.

Recommend approval for **Nancy Sanders** to receive a stipend of **\$28.50/day** for 77 days for a total amount of \$2,194.50.

ATHLETICS

Recommend approval of the following non-paid volunteers for the 2014-2015 SY:

Doug Wells - MES Assistant Baseball Coach

January 27, 2015



New Jersey School Boards Association

NJ SCHOOL BOARD MEMBER AND TRUSTEE CODE OF ETHICS

2014-2015 ANNUAL TRAINING & ACKNOWLEDGEMENT OF RECEIPT

NJSBA has created this form to help New Jersey school boards document that they have met the annual requirement for ethics training. Typically, boards will also record in their minutes that the training occurred.

The form is designed to be used as a tool to memorialize that training was provided, but it does NOT replace the individual ethics training required for all school board members and trustees.

Additional detail on school ethics training can be found under the "Ethics" section of the Legal section of NJSBA's website, www.njsba.org/legal and on the "Mandated Training" section of the Training section of NJSBA's website, www.njsba.org/training/.

N.J.A.C. 6A:32-3.2 Requirements for the code of ethics for district board of education members and charter school board of trustees members.

(a) Each district board of education and charter school board of trustees shall:

1. Discuss the School Ethics Act and the Code of Ethics for School Board Members, pursuant to *N.J.S.A. 18A:12-21 et seq.*, at a regularly scheduled public meeting annually;
2. Adopt policies and procedures regarding the training of district board of education and charter school board of trustees members in understanding the Code of Ethics; and
3. Provide documentation pursuant to (b) below that each member of the district board of education or board of trustees has received and reviewed the Code of Ethics.

(b) Each member of the district board of education or charter school board of trustees shall sign an acknowledgement of receipt of the Code of Ethics for School Board Members contained within *N.J.S.A. 18A:12-21 et seq.* This acknowledgement of receipt requires each district board of education member and charter schools board of trustees member to read and become familiar with the Code of Ethics.

Code of Ethics

According to New Jersey statute, a school board member shall abide by the following Code of Ethics:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.



EQUIPMENT FINANCE

01/13/2015

At your request, U.S. Bancorp Equipment Finance, Inc. ("USBEP") has prepared for your consideration the following proposal for financing ("Proposal"). This is only a proposal and does not represent a commitment by U.S. Bancorp Equipment Finance, Inc.

Lessor: U.S. Bancorp Equipment Finance, Inc.
Lessee: Manasquan Board of Education
Equipment: CCTV Systems
Expiration: 02/13/2015

Proposed Structure and Payment Options:

Table with 7 columns: Cost, Interest Rate, Payment, Documentation fee, Term, Pmts / Yr, Adv / Arr. Row 1: \$98,401.48, 2.27%, \$33,547.11, \$0, 3 YEARS, 1, Advance

Notes:

The Lease will be structured as a tax-exempt municipal lease, with title in the Lessee's name and USBEP holding a security interest in the equipment during the term. Quoted interest rates are predicated upon the Lessee designating the lease as "Bank-Qualified", pursuant to Section 265 (b) of the Internal Revenue Code of 1986, as amended. The lease is "triple-net" with the Lessee responsible for taxes, maintenance and insurance. Documentation will be provided by USBEP, including (i) standard representations, warranties and covenants by the Lessee pertaining to the accuracy of information, organization, authority, essential use, compliance with laws, pending legal action, location and use of collateral, insurance, financial reporting and financial covenants; and (ii) standard USBEP provisions pertaining to events of default and remedies available upon default. This offer is subject to the execution of all documentation by the Lessee within a reasonable time and in form and substance acceptable to Lessee, USBEP and USBEP's counsel, including terms and conditions not outlined in this Proposal. \$0.00 origination fee is due with signed documents.

The terms and conditions outlined herein are subject to final review and approval (including collateral and essential use review) by USBEP's business, legal, credit, and equipment risk management personnel. ***Seven year term is subject to an equipment valuation procedure before final approval of seven year term can be granted.***

Sincerely,

Jared Essen
Equipment Finance Specialist

ACCEPTANCE:

By accepting this Proposal, Lessee acknowledges that this Proposal does not represent a commitment to provide financing but only outlines general terms and conditions of the USBEP's financing program currently available to qualified lessees.

ACCEPTED BY:

Name / Title
dated: _____

JANUARY 27, 2015

HIGH SCHOOL PERSONNEL

THE CHIEF SCHOOL ADMINISTRATOR RECOMMENDS THE FOLLOWING HIGH SCHOOL/DISTRICT PERSONNEL TO THE BOARD OF EDUCATION:

Recommend approval for **TCH.HS.SCNC.FL.01** (4020) to take a paid medical leave of absence beginning on or about April 24, 2015 through June 19, 2015, an unpaid Family Medical Leave of Absence beginning June 20, 2015 through September 18, 2015 and a Child Care Leave of Absence beginning September 21, 2015 through October 30, 2015 returning on November 2, 2015.

Recommend approval of the request for **TCH.HS.ENGL.FL.07** (4077) to take a paid medical leave of absence beginning on or about April 13, 2015 through June 9, 2015 and an unpaid Family Medical Leave of Absence beginning June 10, 2015 through June 30, 2015 returning on September 8, 2015.

Recommend approval of the request for **TCN.BO.TECH.NA.03** (4681) to take a paid medical leave of absence beginning on or about April 13, 2015 through April 29, 2015 and an unpaid Family Medical Leave of Absence beginning April 30, 2015 through June 30, 2015 returning on July 1, 2015.

Recommend approval to rescind the appointment for **Chryseis McHugh** to teach an extra class, Biology Concepts, during the Spring Semester at a stipend of \$5,130.00

Recommend approval of the following chaperones to chaperone the band and cheerleaders to **Orlando, Florida, February 10 – 16, 2015** at a stipend of **\$225.00 each per night** for a total of **\$1,350.00 each**:

Alan Abraham

Rick Coppola

Debra Gallo

James Robinson

Michelle Neiberlein

Recommend approval of the following teachers to cover **Study Hall, Cafeteria, In School Suspension and Writing Center** for the **Spring Semester** beginning **January 27, 2015** through **June 18, 2015** at a stipend of **\$28.50 per day**:

Kurt Fenchel – 3A Cafeteria

Jeff DeMuro – 3A Cafeteria

Jamie Mawn – 3A Writing Center

Pam Puryear – 3B Cafeteria

Bob Waldeyer – 3B In-School Suspension & 3C Cafeteria

Dottie Gerlach – 3C Cafeteria

Meghan Hillman – 4A Writing Center

Carolyn Treney – 3B Cafeteria

Richard Read – 4B Study Hall

Recommend approval of the appointment of **Richard Read** as the Energy Specialist to begin February 18, 2015 at the stipend of **\$24,000.00** annually (pro-rated).

Recommend approval of the following substitutes for the 2014-2015 SY:

Kathryn Collins - Teacher

Lorraine Koenig - Teacher

Joann Presbrey - Teacher

January 27, 2015

MANASQUAN PUBLIC SCHOOL DISTRICTEXTERNAL PLACEMENTS2014-2015

<u>TOWN</u>	<u>STUDENT NO.</u>	<u>STUDENT</u>	<u>PLACEMENT</u>
<u>Belmar:</u>	082694		Hawkswood
	171334		Harbor School
	171336		Eden Institute
	053196		Wall High School
	030498		Collier
	102898		Lehmann
	070197		Harbor School
	132074		Collier High School
	061398		Collier High School
	182561		Woodcliff Academy
<u>Lake Como:</u>	101996		Wall High School
	15262		LifeWorks
	182525		Collier
<u>Brielle:</u>	111194		Lehmann
	052695		Southern Regional High School
	121494		Hawkswood
	051396		Point Pleasant Boro
	092797		Douglass Developmental Center
	052097		Jackson Memorial H.S.
	182556		Red Bank Regionsl
<u>Manasquan:</u>	083095		(a.m.-CPC High Pt.(& p.m. Career Center)
	171335		Bonnie Brae (<i>residential</i>)
	100896		The Woods School (<i>residential- effect. 12/15/14-with Aide</i>)
	042795		Children's Center
	012795		Children's Center
	011700		Cambridge (<i>2 x 45 speech, billed separately</i>)
	060798		Lewis School
	121197		East Mountain (<i>residential</i>)
			Day School
	252126		Rugby School
	1715		LifeWorks/FRA
22271		Alpha School(with Aide)	
	282564		Shrewsbury Boro School

**MHS/EXTERNAL PLACEMENTS
2014-2015**

<u>TOWN</u>	<u>STUDENT NO.</u>	<u>STUDENT</u>	<u>PLACEMENT</u>	
<u>Sea Girt:</u>	050498		Bridge Academy	
	171044		Riverview School (<i>residential</i>)	
	182296		Wall High School	
<u>Avon:</u>	092797		Wall Life Skills	
	08/26/97		Children's Center	
	182560		Adolescent Therapeutic Day School - Rutgers	
<u>Spring Lake:</u>	011299		½ day Oakwood (a.m.); ½ Career Center (p.m.)	
	021398		Deron School	
	012098		½ day Oakwood (a.m.); ½ Career Center (p.m.)	
	182558		Search Day School	
	182562		Search Day School	
	010297		Collier High School	
	013198		Woodcliff Academy	
<u>Spring Lake Hgts:</u>	070795		Willowglen Academy(<i>residential</i>)	
	050594		Hawkswood	
	020497		Harbor School	
	031194		Brick Twp. H.S.	
	121498		Collier High School	
	151177		Collier High School	
	182555		Collier High School	
	182275		Shepard Prep. High School	
	Manasquan (MES) <u>Pre-School:</u> 8:10 - 11:10 am	100909		
		282396		
282460				
272533				
292579				
282567				
282568				
272547				

Revised: 1/12/2015