

DOCUMENT A

District Enrollment: 10/31/2017

DISTRICT	Full Time Students	Shared Time Students	Full Time Students PTC 20 LLD	Shared Time Students PTC 20 LLD	Total Student Count
Avon	32	1			33
Belmar	103	13	5	1	122
Brielle	211	11	8		230
Lake Como	43	5	1	1	50
Manasquan	291	8	5		304
Sea Girt	28		2		30
Spring Lake	49				49
Spr Lk Hts	118	1	2		121
Parent Paid	3				3
Employee Child	1				1
Interlaken-C/O Shore Regional					0
Tuition Free	1				1
Totals	880	39	23	2	944
				TOTAL MHS	944
				TOTAL MES	585
				TOTAL ENROLLMENT	1529

**MANASQUAN SCHOOL DISTRICT ATTENDANCE COMPARISON REPORT
2017-2018 school year**

HIGH SCHOOL	<u>ATTENDANCE PERCENTAGE</u>	<u>AVERAGE DAILY ENROLLMENT</u>	<u>AVERAGE DAILY ATTENDANCE</u>
Oct-16	94.99	929.83	883.23
Oct-17	95.27	923.79	880.07
ELEMENTARY SCHOOL			
Oct-16	97.408	630.75	614.65
Oct-17	97.454	581.667	567.048

**MANASQUAN SCHOOL DISTRICT FIRE DRILL REPORT
2017-2018 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>
October 5	8:40 a.m.	7 minutes		Fire Drill
October 23	1:30 p.m.	15 minutes		Evacuation Drill
ELEMENTARY SCHOOL				
<u>DATE OF DRILL</u>	<u>TIME OF DRILL</u>	<u>LENGTH OF DRILL</u>	<u>COMMENTS</u>	<u>SECURITY DRILL</u>
October 4	8:00 a.m.	15 minutes		Fire Drill/Alarm Test
October 27	10:15 a.m.	10 minutes		Lockdown

NJ Quality Single Accountability Continuum (NJQSAC) Statement of Assurance - School Year 2017-18 District Information and Score Summary Page

District Name & District Code	Manasquan School District 2930
County Name & County Code	Monmouth County 25
District Superintendent Name	Dr. Frank Kasyan
District Mailing Address	169 Broad Street, Manasquan, NJ 08736
Superintendent Email	Fkasyan@Manasquanboe.org

SOA Area	Score* # of Yes Responses	Score* % of Yes Responses
Instruction and Program	5	100%
Fiscal Management	9	90%
Governance	10	100%
Personnel	5	100%
Operations	20	100%

* Note: Scores will calculate automatically, based on responses to QSAC indicators.

NJQSAC Statement of Assurance -- School Year 2017-18

District Name: Manasquan School District		
Instruction and Program	Yes or N/A = 1 No = 0	Comments
1. Reports to the district board of education and the public on the performance of all students on the New Jersey standardized testing system (N.J.A.C. 6A:8-3.1).	1	
2. Communicates district graduation requirements to all high school students, their families, and the community annually (N.J.A.C. 6A:8-5.1).	1	
3. Implements board-approved new and/or revised curricula that clearly and specifically align with the most recent State Board adopted version of the New Jersey Student Learning Standards (NJSL) and with the timeline for implementation of curriculum for each content standard (N.J.A.C. 6A:3-3.1).		
(Continued on next page)		

NJQSAC Statement of Assurance -- School Year 2017-18

Instruction and Program	Yes or N/A = 1 No = 0	Comments
Content Area, Date Standards Were Adopted by the State Board of Education and Required Adoption Date for Districts	Yes or N/A = 1 No = 0	In the boxes below, enter the district board adoption date for each content area. DO NOT ENTER THE ANNUAL READOPTION DATE; ENTER THE MOST RECENT DATE CURRICULUM WAS BOARD ADOPTED TO COMPLY WITH THE MOST CURRENT NJSL STANDARDS.) If the content area has not been aligned to the standards, provide an explanation.
English Language Arts (State adopted on 5/4/2016; district implementation by 9/2017)	1	Curriculum K-12 re-written to align with the 2016 NJSL and board approved 9/2017
Math (State adopted on 5/4/2016; district implementation by 9/2017)		Curriculum K-12 re-written to align with the 2016 NJSL and board approved k-3 9/2016; Grades 4-12 aligned 2016 & board approved 9/2017
Science (State adopted on 7/9/2014; district implementation by: 9/2016 for grades 6-12 and 9/2017 for grades K-5)		Curricula K-8 aligned to NJGSS/adopted & board approved 9/2015; Grades 9-12 aligned/adopted 9/2016
Social Studies (State adoption on 7/9/2014; district implementation by 9/2015)		K-3 Aligned to 2014 standards; approved 9/2015; 4-5 aligned 2015/approved 9/2015; 6-12 aligned 2014/ approved 9/2015
World Languages (State adoption on 7/9/2014; district implementation by 9/2015)		Grades 3- 12 Aligned to 2014 standards; approved 9/2015
Technology (State adopted on 10/1/2014; district implementation by 9/2015)		K-5 aligned 2015; approved 9/2015; Grades 6-12 alignment 2015 approved 9/2015 & 9/2017 (1:1 initiative)
21st Century Life and Careers (State adoption on 10/1/2014; district implementation by 9/2015)		Board approval K-3 2015; Grades 4-5 9/2015; Grades 6-12 updated 2016-2017; approved 9/2015-2017 as noted last
Visual and Performing Arts (State adoption on 7/9/2014; district implementation by 9/2015)		Board approval K-3 9/2015; 4-8 continued aligning with 2014 standards approved 9/2015-2017; Grades 9-12 approved 9/2015 aligned with 2014 standards approved
Comprehensive Health and Physical Education (State adoption on 7/9/2014; district implementation by 9/2015)		Board approval Physical Ed & Health K-5 9/2015; 6-8 Phys Ed & Health approved 9/2015; Grades 9-12 last year aligned to 2010 standards; rewritten align with 2014; approved 9/2017

NJQSAC Statement of Assurance -- School Year 2017-18

Instruction and Program	Yes or N/A = 1 No = 0	Comments
4. Aligns the approved career and technical education program with the State Plan for Career and Technical Education and evaluates the program annually, including the required safety and health program (<i>N.J.A.C. 6A:19 et seq.</i>).	1	
5. Has a preschool program plan approved by NJDOE Div. of Early Childhood Education, as per <i>N.J.A.C. 6A:13A-3.1</i> (if district receives State preschool education aid). For those school districts receiving full State funding under the School Funding Reform Act (SFRA) funded per pupil	1	N/A
Instruction & Program Subtotal	5	
Fiscal Management	Yes or N/A = 1 No = 0	Comments
The district:		
1. Follows a budget calendar that was developed and shared with the board annually and that reflects all applicable legal and management requirements.	1	
2. Bases the tuition estimate on an analysis of prior year expenditures and the current year schedule of out-of-district placements from existing contracts.	1	
3. Bases appropriations for capital projects on the district's Long Range Facilities Plan (<i>N.J.A.C. 6A:26-2.1</i>) and the comprehensive maintenance plan (<i>N.J.A.C. 6A:26-20</i>).	1	
4. Supports other budget lines by a trend analysis of historical expenditures.	1	
5. Includes only line-item transfers or appropriations of surplus for new programs and initiatives contained in the original budget certified for taxes (excluding transfers for health and safety related items and awards of additional state aid or grants for new purposes).	1	
6. Submits initial applications, revisions and final reports for all entitlement and discretionary grants in a timely manner.	0	Initial IDEA final report submission on November 18th did not go through. Re-submitted on November

NJQSAC Statement of Assurance – School Year 2017-18

Fiscal Management	Yes or N/A = 1 No = 0	Comments
7. Maintains separate accounts and keeps records, by grant (IDEA, Title I, IDBA-ARRA, Education Jobs Funds, etc.) and location as required (Title I, etc.), and/or consolidates accounts for approved school-wide programs as allowed in accordance with the approved budget.	1	
8. Expends federal funds consistent with the approved indirect cost rate.	1	
9. At a minimum, performs a semi-monthly review of the budget status (budget to actual) to ensure that sufficient appropriations are available.	1	
10. Approves purchase orders approved only by the purchasing agent and issued in advance of goods received or services rendered and encumbered for the full contractual amount. There are no confirming orders.	1	
Fiscal Management Subtotal	9	
Governance	Yes or N/A = 1 No = 0	Comments
The district:		
1. Establishes policies and procedures for the provision of educational programs and services to all students (N.J.A.C. 6A:7 et seq).	1	
2. Establishes a nepotism policy (N.J.A.C. 6A:23A-6.2)	1	
3. Follows all requirements for the annual organization meeting (N.J.S.A. 18A:10-3 et seq. and 15-1 et seq.).	1	

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Governance	Yes or N/A = 1 No = 0	Comments
4. Drafts minutes of all meetings, including executive sessions, that reflect all board actions and makes the minutes publicly available within two weeks or by the next board meeting (N.J.S.A. 18A:17-7). When appropriate, the board obtains public input and provides information to district staff as it relates to community expectations. The board also implements the Open Public Records Act (OPRA) pursuant to N.J.S.A. 47:1A-1 et seq.	1	
5. Requires each board member and administrator to file a timely and properly completed financial and personal/relative disclosure statement each year (N.J.S.A. 18A:12-26). Annually discusses the School Ethics Act and has not been found in violation of the School Ethics Act (N.J.S.A. 18A:12-22).	1	
6. Establishes a travel and related expense reimbursement policy and ensures school board members and all employees operate in accordance with that policy (N.J.S.A. 18A:11-12 and N.J.A.C. 6A:23A-7).	1	
7. Submits new, renegotiated, amended, altered or extended contracts for superintendents, deputy superintendents, assistant superintendents and school business administrators to the Executive County Superintendent (ECS) for review and approval. Takes no formal action to approve or implement such contracts prior to ECS review and approval (N.J.S.A. 18A:7-8, N.J.A.C. 6A:23A-3.1).	1	
8. Approves appointments and transfers, and removes or renews certificated and non-certificated officers and employees only by a roll call majority vote of the full membership of the board upon the recommendation of the Chief School Administrator and acts within 60 days of the CSA's recommendation (N.J.S.A. 18A:27-4.1).	1	

NJQSAC Statement of Assurance -- School Year 2017-18

Governance	Yes or N/A = 1 No = 0	Comments
9. Approves the monthly board secretary's and treasurer's reports within 60 days of month's end and certifies in the minutes that the major funds (general fund, special revenue and capital projects fund) have not been over-expended (<i>N.J.A.C. 6A:23A-16.10</i>).	1	
10. Conducts a public hearing on the proposed budget and formally adopts the budget at a public meeting (<i>N.J.A.C. 18A:22-7 et seq. and N.J.A.C. 23A:8-1</i>).	1	
Governance Subtotal	10	
Operations	Yes or N/A = 1 No = 0	Comments
<i>The district:</i>		
1. Conducts all required trainings for school district employees (<i>N.J.S.A. 18A and N.J.A.C. 6A</i>).	1	
2. Submits all required NJSMART files by the due dates and has an error rate of less than 2% for each file.	1	
3. Adopts and distributes to all school staff, students and parents a code of student conduct that contains all required elements (<i>N.J.A.C. 6A:16-7.1</i>).	1	
4. Collects and reports annually, incidents of violence, vandalism, substance abuse and disruptive behavior to the NJDOE on the Electronic Violence and Vandalism Reporting System (EVVRS). Reports to the board all incidents from the previous year, annually at a public hearing. Analyzes these incidents and identifies activities to address them (<i>N.J.A.C. 6A:16-5.3</i>).	1	

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Operations	Yes or N/A = 1 No = 0	Comments
5. Develops and implements policies and procedures prohibiting harassment, intimidation and bullying (HIB); distributes them to students, parents and staff; and posts the policies and procedures on the district's website (<i>N.J.S.A. 18A:37-14-18 and N.J.A.C. 6A:16-7.7</i>).	1	
6. Satisfies all requirements of the Gun-Free Schools Act, 20 USC 7151 and the Title IV Section 4141 of NCLB (<i>N.J.S.A. 18A:37-7-12 and N.J.A.C. 6A:16-5.5</i>).	1	
7. Provides for the safety and protection of students through the annual review, development and implementation of a memorandum of agreement (MOA) with law enforcement and implementation of board-approved policies to facilitate cooperation between school staff and law enforcement (<i>N.J.A.C. 6A:16-6.2</i>).	1	
8. Implements procedures to review and resolve transportation incidents to avoid safety violations and ensures the safety of children including but not limited to meeting Motor Vehicle Commission requirements for bus driver inspections before loading and after drop-off and evacuation drills (<i>N.J.A.C. 6A:27-11 and 12.1(g)</i>).	1	
9. Adopts and implements policies and procedures designed to report missing and abused children to law enforcement and child welfare authorities. Appoints and school district liaison and provides training to district employees, volunteers and interns working in the school district (<i>N.J.A.C. 6A:16-11</i>).	1	
10. Provides school health services, screenings and examinations to identify the need for medical services for public and nonpublic students. Maintains student health records (<i>N.J.A.C. 6A:16-2.1 et seq.</i>).	1	
11. Implements the NJDOE-approved school health nursing services plan (<i>N.J.A.C. 6A:16-2.1(b)</i>).	1	
12. Implements a board-approved comprehensive guidance and academic counseling program for all students (<i>N.J.A.C. 6A:8-3.2</i>).	1	

NJQSAC Statement of Assurance -- School Year 2017-18

Operations	Yes or N/A = 1 No = 0	Comments
13. Coordinates a comprehensive career education and counseling program with transition services for students with disabilities beginning at age 14 or younger as determined by the Individualized Education Program team (N.J.A.C. 6A:14-3.7(e)11-13).	1	
14. Ensures that each school building has a multidisciplinary team (such as Intervention and Referral Services Team, Pupil Assistance Team and School Resource Committee) as part of its coordinated system for the planning and delivery of intervention and referral services (NJAC 6A:16-8).	1	
15. Provides educational services, either in school or out of school, within five days of the student's removal for disciplinary reasons or absence due to chronic or temporary illness (N.J.A.C. 6A:16-7.2; 7.3 and 10). If the district is a County Special Services School District, it develops and implements procedures for notifying resident district of disciplinary removals or absences due to chronic or temporary illness.	1	
16. Forwards all student records, including disciplinary records, to the school district to which the student has transferred within 10 school days after the transfer has been verified by the requesting school district. Forwards disciplinary records, with respect to suspensions and expulsions, to nonpublic schools (N.J.A.C. 6A:32-7.5(f)10iii and 6A:16-7.10).	1	
17. Provides services and programs to nonpublic school students in accordance with Chapter 192 Auxiliary Services (N.J.S.A. 18A:46A-1 et seq. and N.J.A.C. 6A:14-6.1 et seq) and Chapter 193 Remedial Services for the Handicapped (N.J.S.A. 18A:46-19.1 et seq and N.J.A.C. 6A:14-6.1).	1	N/A

NJQSAC Statement of Assurance – School Year 2017-18

Operations	Yes or N/A = 1 No = 0	Comments
18. Disseminates information about and implements a comprehensive alcohol, tobacco and other drug abuse program. Adopts and disseminates to all school staff, students and parents policies and procedures for the prevention, assessment, intervention, referral for evaluation referral for treatment, discipline for students using alcohol or other drugs and continuity of care (<i>N.J.S.A. 18A:40A-B and N.J.A.C. 6A:16-1.4(a)18; 6A:16-3-4</i>).	1	
19. Annually reviews, revises or develops, and implements safety and security plans, procedures and mechanisms in consultation with law enforcement, health, social service and emergency management agencies and other community members, including parents (<i>N.J.A.C. 6A:16-5.1 et seq.</i>).	1	
20. Implements the NJDOE-approved Comprehensive Equity Plan (CEP) designed to eliminate discrimination according to race, age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender, religion, disability, socioeconomic status, pregnancy or parenthood (<i>N.J.A.C. 6A:7-1.4</i>).	1	
Operations Subtotal	20	
Personnel	Yes or N/A = 1 No = 0	Comments
The district:		
1. Utilizes board-approved job descriptions and standards for appointment of each teaching staff member, substitute teacher and other staff including paraprofessional positions. Ensures that all staff are appropriately certified and credentialed for their assignment (<i>N.J.A.C. 6A:32-4 and N.J.A.C. 6A:9-6.5</i>).	1	
2. Confirms that new employees have a successful criminal history record check within three months of employment and that they have not been disqualified for employment (<i>N.J.S.A. 18A:6-7.1 et seq., 18A:39-19.1 and 18A:6-4.13 et seq.</i>).	1	

NJSAC Statement of Assurance – School Year 2017-18

Personnel	Yes or N/A = 1 No = 0	Comments
3. Adopts written policies and procedures for the physical examination of new and existing employees and maintains personnel health records in a secure separate location from personnel files (<i>N.J.A.C. 6A:32-6.2 and 6.3</i>).	1	
4. Adopts policies and procedures for the annual evaluation of all tenured and non-tenured teaching staff members by appropriately certified personnel. Distributes the policies to all tenured teaching staff members, including administrators and supervisor, by October 1 (<i>N.J.A.C. 6A:10</i>).	1	
5. Uses multiple data sources, (e.g., test scores, needs assessments, attendance data, violence reports) to address current and projected needs and priorities for all school/district staff when providing professional development opportunities. Uses the data sources to analyze the alignment of the district's Professional Development Plan with teaching staff needs (<i>N.J.A.C. 6A:9-15 et.seq.</i>).	1	
Personnel Subtotal	5	

Monmouth County Police Academy

MEMORANDUM OF UNDERSTANDING

The following memorandum of understanding is made between the County of Monmouth, Monmouth County Police Academy (hereinafter "Academy") on behalf of the Monmouth County Police Academy Board of Directors, The Monmouth County Sheriff, And the Monmouth County Chiefs of Police Association and the Board of Education from the Manasquan School district.

WHEREAS THE Monmouth County Board of Chosen Freeholders and the Board of Academy Directors has determined that there is a need for a SLEO I program approved by the New Jersey Police Training Commission (hereinafter "PTC") under the direction of the Monmouth County Police Academy Director to provide Basic SLEO I training to qualified students enrolled in the school districts law enforcement program.

THE UNDERSIGNED PARTIES HEREBY AGREE TO THE FOLLOWING:

1. The County and the Monmouth County Police Academy will maintain a Regional Police Academy and will provide for those qualified students enrolled in a sanctioned high school law enforcement program the opportunity to attend SLEO I training during the effective dates of this Memorandum of Understanding.
2. The Academy will be administered by, and be operated under, the Monmouth County Sheriff, the Monmouth County Police Academy Board of Directors and the Monmouth County Chiefs of Police Association. The day to day operations of the Academy shall be under the direction of the Academy Director.

3. The Academy training personnel will be composed of law enforcement personnel from the sending agencies augmented by civilian personnel approved by the P.T.C. and the Academy Director.

4. The Municipal Officer, Trainee, Student or other personnel assigned to the academy for training purposes will remain an employee or student of the Municipality or School District and their designated authority and shall enjoy all rights, privileges and immunities attached thereto. Nothing within this Agreement shall be deemed to change the employment status of the officer or student assigned to the academy for training purposes.

5. The Municipal officer, or other personnel assigned to the Academy as a trainee or instructor shall adhere to all applicable Municipal, Board of Education or Agency policies as well as to the Academies policies and procedures, while attending or assigned to the Academy. Personnel assigned to the academy shall receive any compensation due them from their sending agency. Failure to adhere to Departmental, Agency, Board of Education or Academy policies and procedures may constitute grounds for dismissal from the Academy and/or disciplinary action.
 - A. Violations of Academy Rules, Standard of Conduct, or Department policies and procedures alleged to have occurred during the officer's or trainee's period of assignment to the Academy shall be investigated and adjudicated by the Municipality, Board of Education, and reported to the Academy.

 - B. Violations of Academy policies and procedures alleged to have occurred during the officer's period of assignment to the Academy shall be investigated by the academy and reported to the Department and/or place of employment.

C. It is understood and agreed that neither the employees of Monmouth County Sheriff's Office, Training Instructors, Officer's or Students assigned to the Academy nor others involved in the training program, may be held liable or responsible in any way for the injury, death, or other damages to any participant that is training at the Monmouth County Police Academy.

Municipal or **Board of Education Representative:**

Chief of Police / Sheriff/ **Board of Education Representative**

Date: _____

Director of Monmouth County Police Academy

Date: _____