

**MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION**  
**COMBINED COMMITTEE OF THE WHOLE MEETING &**  
**REGULAR PUBLIC BOARD OF EDUCATION MEETING**

Manasquan Borough  
Manasquan High School Media Center  
June 14, 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 Meeting and Closed Executive Session of May 24, 2016. 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**

- **Elementary School Student of the Month for May** – Sophie Roe
- **Elementary School Teacher of the Month for May** – Joan Akins

- **Elks Elementary School Student of the Month for June**– Colin White
- **Elks Teenager of the Month for June** – Matthew Thermann
- **Summertime Surf and Paddle School’s Essay Contest Winner** – Thomas Watson
- **High School Girls’ Swim Team**
- **Retirees**
  - Deborah Bottone
  - Antoinette Capodanno
  - Pamela Craig
  - Maryanne Freda
  - Pamela Grandinetti
  - Ronald Kornegay
  - Joan Marinelli
- **STEM Presentation** – presented by Colleen Graziano
- **2016 STEAM Tank Challenge** - Ann Marie LaMorticella, Coordinator
  - Amelia Gliddon, 5<sup>th</sup> Grade Advisor and 5<sup>th</sup> Grade Students – Carly Goble, Cael Driscoll, and Logan Ridge
  - Thomas Russoniello, 6<sup>th</sup> Grade Advisor and 6<sup>th</sup> Grade Students – Ginger Brown, Ryan Ragan, Ellen Gallagher, and Abigail Stevens

9. **Discussion Items for June 14, 2016 Agenda**

- **Education, Curriculum & Technology - Agenda Items\***
  - Safe Routes to School Grant
- **Personnel– To be Discussed in Executive Session- Agenda Items\***
- **Policy – Agenda Items \***
  - P 5536 Voluntary Random Testing For Student Alcohol Or Other Drug Use
- **Finance – Agenda Items \***
  - Reserve Deposits
  - Non Public Transportation
- **Buildings & Grounds – Agenda Items \***
  - Toolbox Tuesday – July 26, 2016 Manasquan High School

10. **Superintendent’s Report & Information Items**

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

**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. 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 **May 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:** 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 **May 30, 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 **May 31, 2016** per **Document D**. (The Treasurer of School Moneys Report for the month of **May 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 **May 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 **2015-2016/2016-2017 budgets** for **May, June and July** as recommended by the Superintendent of Schools, as per **Document D**.

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

**Purchase Orders** for the month of **June 2016** be approved, as per **Document F**.

**Recommend acceptance** of the **Cafeteria Report** – **Document G**.



- Workers Compensation and Excess Workers Compensation
- Selective
  - Bonds

Contracts will be reviewed and approved by the board solicitor prior to execution by the School Business Administrator. Please note: Competitive quotes for health, prescription and dental have been obtained by Brown & Brown. The district is entering the third year of a three year contract with SAIF and NJSIG. Proposals are on file in the office of the Business Administrator.

22. **Recommend** approval of the Resolution Supporting the Borough of Manasquan Safe Routes to School Project and the Application for Safe Routes to School Funding to make Infrastructure Improvements that will improve the Walking and Biking Environment for Students, as per **Document J**.
23. **Recommend** approval of the 2015-2016 Wilson Language Training Professional Learning Service Agreement, in the amount of \$2,200.00, as per **Document K**. The agreement has been reviewed and approved by the board attorney.
24. **Recommend** acceptance of the following grant awards from the Manasquan Elementary School Education Foundation:
  - Grant award check in the amount of \$850, to be put towards the field trip to the Statue of Liberty on May 25, 2016 participated in by elementary school foreign language students. These funds were previously approved for an Art Appreciation Day trip to New York City by the MES French Club that did not take place and were returned to the MESEF by the Manasquan Board of Education.
  - Grant award check in the amount of \$300, to be put towards the purchase of an Activelylearn.com annual subscription for the middle school Language Arts program.
25. **Recommend** approval of Lingwei Chiou to provide services in Mandarin, translation for IEP meetings, for student #313172 at a rate of \$60.00 for three (3) hours.
26. **Recommend** approval of Margaret Polak to complete the Post-School Outcome Survey of Students with Disabilities as per contract with State of New Jersey not to exceed \$3,200.00 (State funded initiative to be paid to individual completing the survey process).
27. **Recommend approval of the acceptance of the first reading of the following policy, as per Document L:**
  - **P 5536 Voluntary Random Testing For Student Alcohol Or Other Drug Use**
28. **Recommend approval for the Manasquan School District to host a Girls on the Run youth development program during the 2016-2017 school year at no cost to the district.**
29. **Recommend approval to submit the 2015-2016 Application for Extraordinary Aid in the amount of \$138,556.**
30. **Recommend approval to purchase instructional and administrative software titles, subscriptions and renewals. These purchases do not have an applicable State Contract and the purchase qualifies as exempt per 18A:18A-5(19).**

<b>Product/Title</b>	<b>Vendor</b>	<b>Amount (Not to Exceed)</b>
<b>AESOP Services</b>	<b>Frontline Technologies</b>	<b>\$7,548.00</b>

**Professional Days**

31. **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>
July 26-27, 2016	Christin Walsh Carmen Rodriguez	Boston, MA	Wilson Reading Training	No	Mileage - \$142.04 Hotel - \$330.67 Registration - \$400.00 each

**Student Action**

**Field Trips**

32. **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>
None at this time							

**Placement of Students on Home Instruction**

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

#2437

Grade 8

June 1, 2016 – June 17, 2016 (Medical)

**Placement of Students Out of District**

34. **Recommend** approval of the 2016-2017 and ESY 2016 out of district placement list, as recommended by the Child Study Team, **as per Document M.**

**MANASQUAN/SENDING DISTRICTS**

**General Items**

35. **Recommend** approval to authorize payment to Cenergistic Inc., for year three of a five year contract previously awarded at an annual cost of \$54,600 (\$4,550 monthly).
36. **Recommend** approval to authorize the School Business Administrator to release bid specifications for 2016-2017 Printing Services once reviewed by the board solicitor.
37. **Recommend** approval of the Manasquan High School’s membership in the New Jersey State Interscholastic Athletic Associations (NJSIAA) and the payment of \$2,150.00 in dues for the 2016-2017 school year. (Chapter 172, Laws 1979-N.J.S.A. 18A:11-3, et. seq.)
38. **Recommend** approval of the list of cancelled checks for the General Account, E.S. Central Fund, H.S. Central Fund and Salary Account, as per **Document 1.**
39. **Recommend** approval of the Request for Obsolete Equipment Disposal for out dated textbooks, as per **Document 2.**
40. **Recommend** approval of the following student teacher placement for the Fall 2016 Semester:
- Ashley Matrale Stockton University Science (Teacher to be determined)
41. **Recommend approval of the creation of Central Fund account for the following:**
- MHS Fishing Club
42. **Recommend approval to authorize the Superintendent of Schools to hire staff members in between scheduled board meetings and prior to board of education approval.**

43. Recommend approval to authorize the School Business Administrator to execute contracts with the following vendors for work as outlined below relating to the High School Athletic Complex (all contracts will be reviewed by the Board Attorney prior to execution):

Vendor	Work to be performed:	Contract Amount	Consortium # if applicable:
Natural Green Lawn Care	Sod installation & removal where necessary	\$165,145	MRESC
Millbrook/Clearwater	Irrigation installation	\$38,500	Quotations on file
Natural Green Lawn Care	Track removal	\$15,180	MRESC
Diamond Construction	Track asphalt resurface	\$41,200	Ed-Data
<b>Total:</b>		<b>\$260,025</b>	

**Professional Days**

44. Recommend approval of the attendance of staff members at conferences/workshops indicated below:

Date	Name	Destination	Purpose	Sub	Cost
October 25, 26, 27, 2016	Jesse Place Barbara Kerensky Bernie Bigley Dr. Frank Kasyan Lynn Coates Board Members	Atlantic City	NJSBA	No	Registration - \$1,400.00
2015-2016 School Year	Kevin Hyland	To be reimbursed .31 a mile for mileage related to job duties	As per contract	No	Not to exceed \$300.00 (revised amount – previously approved July 2015)
2015-2016 School Year	Pamela Cosse	To be reimbursed .31 a mile for mileage related to job duties	As per contract	No	Not to exceed \$550.00 (revised amount – previously approved July 2015)

**Student Action**  
**Field Trips**

45. Recommend approval of the field trips listed below:

Date	Name	Subject	Destination	Purpose	Sub	Other Board Costs	Other Fund
June 10, 2016	Brian Rostron	Social Studies	Manasquan Area Shops	Geo-caching	No	None	None

**Placement of Students on Home Instruction**

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

#182250	Grade 9	May 17, 2016 – June 22, 2016 (Medical)
#2309	Grade 9	May 9, 2016 – June 22, 2016 (Medical)

#182416	Grade 10	May 17, 2016 – June 22, 2016 (Medical)
#182231	Grade 10	April 25, 2016 – May 17, 2016 (Medical)
#172909	Grade 11	June 3, 2016 – June 22, 2016 (Behavioral)

**Financials**

47. **Recommend acceptance** of the following **High School Central Funds Report** for the month ending **May 31, 2016** as per **Document 3**.

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 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 (Pending Litigation, Personnel)
- 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
- 8. Personnel Matters (Hiring, Appointments, Leave of Absence, Superintendent’s Evaluation, **resignation**)
- 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**

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

**Personnel**

52. **Recommend** approval of the High School personnel as per **Document 4**.

53. **Adjournment**

Motion to Adjourn