

BOARD OF EDUCATION
Borough of Manasquan

The Combined Committee of the Whole and Regular Public Board of Education meeting was held in the Manasquan High School Charles Raffetto Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, April 27, 2021.

The President, Mr. Cattani, called the meeting to order at 6:02 p.m. and read the Opening Statement.

1. Call to Order

Call to Order

2. 48- Hour Notice

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.

Mr. Cattani asked that everyone join in the Pledge of Allegiance.

3. Pledge of Allegiance

4. Roll Call

Roll Call

Bruce Bolderman	Eugene Cattani	Anne McGarry (SLH) - absent
Donna Bossone – left at 7:00	Terence Hoverter	Thomas Pellegrino
Martin Burns	Dennis Ingoglia (Brielle)	Alexis Pollock
Michele Cartaya (Lake Como)	Joseph Loffredo	Alfred Sorino – absent

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Dr. Pete Crawley, School Business Administrator/Board Secretary; Jesse Place, Assistant Superintendent of Schools; Lesley Kenney, Director of School counseling Services, Gabrielle Pettineo, Board Attorney; Sandi Freeman, Recording Secretary
Quorum Reached

Mr. Cattani read the Mission Statement and Statement to the Public.

5. Mission Statement

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.

6. Statement to the Public

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 Combined Committee of the Whole and Regular Board meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After discussion during the Committee of the Whole portion of the meeting, the matter is focused on during the Regular Public Board Meeting agenda and presented to the Board of Education for a vote.

Mr. Cattani asked for a motion to accept and approve the minutes.

Motion was made by Mrs. Bossone, seconded by Mrs. Pollock, to accept and approve the minutes, as specified in Item #7.

Roll Call Vote: Ayes (9); Nays (0); Abstain (1) Mr. Hoverter; Absent (2) Mrs. McGarry, Mr. Sorino
MOTION CARRIED

7. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Combined Committee of the Whole and Regular Public Meeting and the Closed Executive Session of March 16, 2021. 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.

Minutes

Mr. Cattani said there would not be a Student Board Representative Report this evening.

8. Student Board Representative Report - No Report for the Month

Student Board
Rep. Report
(No Report)

Mr. Cattani turned the floor over to Dr. Kasyan for the Presentations.

9. Presentations

Presentations

Dr. Kasyan commented that although the world has experienced one of the worst pandemics in our history, we stand here tonight to recognize our students, teachers and athletes who carried through with endurance and due diligence. He thanked the Manasquan Board of Education for allowing him to lead in this unprecedented time and thanked the community for standing by us.

Dr. Kasyan recognized and thanked Dr. Chris Tienken, who was present in the audience, for all the efforts and guidance that he provided to him while a principal at Monroe Township High School.

- **High School Teacher of the Month – Claire Kozic**

MHS Teacher
of the Month
Claire Kozic

Dr. Kasyan recognized and congratulated Claire Kozic, for being selected as the High School Teacher of the Month. Ms. Kozic was selected by Payton Rydholm, the senior Student of the Month. He presented her with a Certificate of Appreciation.

- **Elementary School Teacher of the Month – Kristine Pierce**

MES Teacher
of the Month
Kristine Pierce

Dr. Kasyan recognized and congratulated Kristine Pierce, for being selected as the Elementary School Teacher of the Month. Ms. Pierce was selected by Elizabeth Langella, the Elementary School Student of the Month. He presented her with a Certificate of Appreciation.

- **High School Students of the Month – Peyton Rydholm, Senior – Lara Shannon, Junior – Molly Morris, Sophomore – Gabriella Tienken, Freshman**

MHS Students
of the Month

Dr. Kasyan provided the criteria met in order to be selected as a student of the month. He recognized and congratulated the High School Students of the Month and presented them with Certificates of Appreciation and Wally Bucks.

- **Elementary School Student of the Month – Elizabeth Langella**

MES Student
of the Month

Dr. Kasyan recognized and congratulated the Elementary School Student of the Month and presented her with a Certificate of Appreciation and Wally Bucks.

- **MHS Boys Basketball**
 - **Shore Conference Champions**
 - **NJ.com Team of the Year**
 - **#2 State Ranking**

MHS Boys
Basketball
Team

Dr. Kasyan asked Mr. Bilodeau, the high school basketball coach, to join him at the podium. He recognized Mr. Bilodeau as the Coach of the Year and presented him with a personalized basketball, a Certificate of Appreciation and Wally Bucks. Dr. Kasyan recognized the assistant coaches, Sean Fitzgerald, Ryan Richey and Colin Eldridge. The coaches and team members were presented with a framed plaque made from the removed high school gym floor that was inscribed with their names and athletic accolades.

Dr. Kasyan recognized and congratulated the members of the Manasquan High School Basketball Team.

➤ **Five Minute Break**

Dr. Kasyan asked for a five-minute break to partake in refreshments.

- **Field House Project Update** – Presented by Robert Notley

Field House
Project Update
Mr. Notley

Dr. Kasyan continued with the meeting and introduced Mr. Robert Notley, from New Road Construction Management for an update on the field house project.

Mr. Notley provided a summary of the high school field house project. He reported that the design team is Tokarski-Millemann Architects and Suburban Consulting Engineers, and the general contractor is H&S Construction and Mechanical, Inc. Mr. Notley provided a description of the exterior and interior of the building. He reported a base contract value with H&S of \$4,840,000 and an expected completion date of January 2022. H&S has submitted construction permit applications and is procuring subcontracts, equipment, and materials. Mr. Notley anticipates mobilization within the next two weeks, beginning with site clearing, sediment and erosion control measures along with installation of temporary fencing. Mr. Notley looks forward to another successful project with the district. Mr. McDermott from New Road Construction will be onsite three days a week to oversee the project.

Dr. Kasyan explained that the project would involve a loss of 12 parking spots during construction and 15 spots will be made available at the Manasquan First Aid building during this time.

Dr. Crawley reported that the macadam work will be delayed until either spring break or the summer to avoid any interference with the operation of the school.

Mr. Notley addressed a question relating to the location of the main entrance to the building and any other entry points on the building. He said that the front entrance doors will be the primary entry point with card access control. Additional access points are available for bringing in equipment to groom the turf and to provide exit from the building. Mr. Notley concluded his report.

- **Public Hearing on the 2021-2022 School District Budget** – Presented by Dr. Frank Kasyan, Superintendent of Schools, Dr. Pete Crawley, School Business Administrator

Public Hearing
on the 2021-
2022 School
District Budget

Mr. Cattani turned the floor over to Dr. Kasyan and Dr. Crawley for the 2021-2022 School District Budget presentation.

Dr. Kasyan introduced the 2021-2022 budget and focused on the increase to the current course offering and anticipated staffing changes that are included in the budget. Dr. Crawley reported that the budget includes the continuation of the one-to-one technology initiative and a new ABA program that will be funded by tuition savings and revenues. The renovation of the drainage system under the MES fields, upgrades to the MHS auditorium, MES Music Suite and construction of the field house are included in the budget. Dr. Kasyan provided details on the temporary relocation of the Alternative School to the high

school and the future relocation to the existing weight room behind the elementary school upon the completion of the field house. The ABA program will be located in the Alternative School building.

Dr. Crawley reported on factors impacting the proposed budget such as payments towards the CDL balance, the turf lease, the field house shared services agreement, a deposit to capital reserve for turf and sod replacement, the enrollment increase and out of district placements and transportation. Dr. Crawley provided a budget breakdown including the total budget figures, administrative per pupil costs and proposed per pupil costs. He reported that state aid is not a huge portion of the budget and has increased 6.4% for 2021-2022. Dr. Crawley explained that the budget is unique to Manasquan and broken down by schools. He presented the general fund revenues by schools noting the different funding sources and the general fund appropriations by schools and district with a significant portion of the appropriations relating to salaries and benefits.

Dr. Crawley turned the floor over to Mr. Goodall. Mr. Goodall elaborated on the new course offerings at the high school that are included in the 2021-2022 budget. Mrs. Kenney reviewed the academies currently in place at the high school. She provided enrollment information and an overview of the specific opportunities available to the students through their enrollment in the academies.

Dr. Crawley turned the floor over to Mrs. Graziano and Mrs. Manetta. Together they presented a comprehensive report on the continuation of the academic programming and co-curricular programs included in the budget at the elementary school for the 2021-2022 school year.

Dr. Crawley complimented the Board on their support of the budget that provides a very impressive suite of academic programs. He reviewed the tax rate equation and the proposed tax impact the budget will have on the Manasquan homeowner. Dr. Crawley asked if there were any questions on the budget. Seeing none, he concluded the Public Hearing on the 2021-2022 school district budget. A motion is included in tonight's agenda for approval of the budget, and this will serve as the last step of the budgeting process for the school year. A copy of the budget presentation will be included in the formal minutes.

Dr. Kasyan turned the floor over to Mrs. Graziano for the Lower Elementary School Report.

10. Principals' Reports

o Lower Elementary School (PK-4) – Colleen Graziano

Mrs. Graziano provided some details on the transitioning that is taking place in the PK – 4th grades at the elementary school. There is an increase of small group instruction in the classroom and students are visiting the Media Center, in addition to going outside for their lessons. The students are now able to use the equipment in physical education classes. Plans are underway for Field Days. The students now have increased time on iReady "My Path" online mathematics practice. She thanked the PTO for all of their time and efforts in putting together the Virtual Science Fair program. Mrs. Graziano concluded her report.

Dr. Kasyan turned the floor over to Mrs. Manetta for the Upper Elementary School Report.

o Upper Elementary School (5-8) – Megan Manetta

Mrs. Manetta reported that she, Mrs. Graziano and Mr. Coppola have reviewed the School Performance Report and Needs Assessment for Manasquan Elementary School's Blue Ribbon Schools application process. The teachers have been working on increasing student engagement through the use of small groups and collaborative opportunities in the classroom. The ACCESS testing is completed for the English Language Learners. The Spring athletics programs are in full swing at the elementary school. Mrs. Manetta reported on the following upcoming events: the 5th to 6th grade transition parent meeting on April 28th; the drama production of Mary Poppins on May 4th – May 7th; the 7th and 8th grade beach walk on June 18th and the 8th grade trip to Pine Grove Day Camp on May 24th. The PTO is sponsoring a Squan Super Saturday on May 1st at the Salty Whale from 10:00 to 1:00. She encouraged participation at this event. Mrs. Manetta concluded her report.

Principals'
Reports

Lower
Elementary
School
Mrs. Graziano

Upper
Elementary
School
Mrs. Manetta

Dr. Kasyan said that CDC and NJ DOH guidelines will be reviewed and followed for mask wearing at field day activities.

Dr. Kasyan turned the floor over to Mr. Goodall for the High School Report.

○ High School – Robert Goodall

Mr. Goodall reported that on April 19th, 874 students opted to return to a full day - 5 day in-person learning at the high school with 122 students continuing to learn virtually. Class meetings were conducted today to focus on congratulating the students on being compliant with the requirements in place. The 11th and 12th grade students are permitted to eat outside on the newly installed picnic tables. He thanked Dr. Crawley, Dr. Kasyan and Mr. Hudson for providing additional tables and seating for the students. He reported on the following next steps at the high school: scheduling for 2021-22; AP Testing; 4th marking period work; final exams; class meetings; discussion of co-curricular activities, celebrations, proms, awards and induction programs; the graduation ceremony; and maintaining safety guidelines and practices, masking and social distancing. Mr. Goodall updated an initial report that the prom would take place at the airport in Wall Township on May 21st. These plans have met up with a roadblock and Plan B is to use the tent on June 5th. In order to be more inclusive with the freshmen class a dance will be held on June 6th. He provided an updated schedule of events that will take place during the month of June. The Drama Club will be presenting the first production of the year, Silver Linings, on Thursday, April 29th through Saturday, May 1st. Mr. Goodall extended a special acknowledgement to the success of the wrestling team and he congratulated Coach Barowski and the wrestling program for their first winning season since 2006. Mr. Goodall concluded his report.

High School
Mr. Goodall

Mr. Cattani opened the Public Forum on Agenda Items and read the following statement.

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.

Public Forum
on Agenda
Items

Christine Rice, 26 Fletcher Avenue, Manasquan – Mrs. Rice congratulated the board on receiving the approval of the financing of the field house. She asked the Board to make the exterior of the building look the best possible and go above and beyond the budget for windows and landscaping. She asked if the 12 parking spaces being lost was just during construction. She expressed concerns with parking in general once the field house is available for use by the community. She asked for clarification on the buildings being used for the Alternative School and the ABA program and for the criteria for students placed in the Alternative School. She questioned a building behind the elementary school as being the right location for high school students. She asked that steps be taken to have the senior prom at a location other than the tent on the tennis courts. She wished the seniors were permitted to go out to lunch and that Squan-A-Thon took place for an extended period of time.

Mr. Cattani closed the Public Forum on Agenda Items, seeing no additional comments from the public.

Mr. Cattani opened the second Public Forum on any items on or not on the agenda.

12. Public Forum

Mr. Cattani closed the second Public Forum, seeing no comments from the public.

Mr. Cattani turned the floor over to Dr. Kasyan for the Committee of the Whole Discussion Items.

C.O.W.
Discussion
Items

13. Discussion Items April 27, 2021 Agenda (*Denotes Action Item on This Agenda)

- Education, Curriculum & Technology

Dr. Kasyan reported that on April 19th the high school students returned to a full week schedule with a 96% attendance rate. He thanked the elementary school principals for providing the children safe and secure in-person classes since September. He complimented the staff on being here on a daily basis and their commitment to the Manasquan School District.

Education,
Curriculum &
Technology

- Personnel– To be Discussed in Executive Session*

- Policy

Dr. Kasyan referred to the 1st reading of Policy 9181 – Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants. He turned the floor over to Mr. Place.

Policy

- Policies for Amendment – 1st Reading *

- P 9181 – Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants

Mr. Place reviewed the three basic changes made to the policy being presented this evening for the 1st reading. The word “coaches” is being changed to “volunteer athletic assistants”; updating the title Director of Athletics to Supervisor of Athletic and Co-Curricular Activities; and the continuance of requiring a volunteer to hold a New Jersey Teacher or Substitute certification and giving them the opportunity to be reimbursed for the cost of their criminal history review after successfully completing their volunteer service to the Board.

P9181
1st Reading

- Finance

- Buildings & Grounds/Facilities

- Turf Field Fencing

Dr. Kasyan reported that plans are being looked into for the removal of the outside fencing around the turf field. Discussion took place on the safety factor since students are climbing over the fence to gain access to the field. Mr. Cattani said the fence is in disrepair and the cost for replacement would be close to \$30,000. Mr. Loffredo said visually it would look better with it removed unless it is there to keep balls from going onto the street. Dr. Kasyan said there is a need for something behind and on the sides of the bleachers for safety concerns. Mr. Cattani said that there should be open access to the fields in a safe manner with proper supervision. Dr. Crawley will move forward with the removal of the fence and boxing out the bleachers and portable toilets with black fencing. A discussion took place on the signage on the field and how to address open access for the community and others using the field with permits.

Buildings &
Grounds/
Facilities

Turf field
Fencing

Dr. Kasyan continued with the Superintendent's report.

14. Superintendent's Report & Information Items

- Enrollment– Document A

- Total Enrollment – 1,524

- High School – 995
- Elementary School – 529

Dr. Kasyan reported a total enrollment of 1,524 and 995 students at the high school and 529 students at the elementary school for the month of March 2021, as specified on Document A.

Supt's Report

Enrollment
Document A

- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Reports, Suspensions & Tardy Reports– Document B**

- **High School:**

- **March 24th and 25th – Fire Drill**
- **March 10th and 11th – Evacuation Drill**

- **Alternative School:**

- **March 25th – Fire Drill**
- **March 11th – Evacuation Drill**

- **Elementary School:**

- **March 25th – Shelter in Place Drill**
- **March 30th – Fire Drill**

Dr. Kasyan reported on the fire and safety drills conducted during the month of March that are in compliance with the state requirements, as specified in Document B.

- **HIB Monthly Report – Document C**

- **High School: One Incident – 1 Confirmed HIB**

- **Elementary School: No Report for the Month**

Dr. Kasyan reported on the HIB Reports for the month of March, as specified in Document C.

Dr. Kasyan turned the floor over to Mr. Place, for the Report of the Assistant Superintendent.

- **Report of the Assistant Superintendent**

Mr. Place provided his report earlier relating to the revisions to Policy P9181.

- **Report of the Director of Curriculum and Instruction – No Report this evening.**

Dr. Kasyan turned the floor over to Mrs. Kenney, for the Report of the Director of School Counseling Services. Prior to her report, Dr. Kasyan referred to the Board resuming the payment of PSAT testing next year to include the Freshmen class.

- **Report of the Director of School Counseling Services**

Mrs. Kenney reported on the 5th grade transition meeting being held tomorrow evening that will provide an explanation of what students should expect when moving into the middle school. A College Planning Nights was conducted virtually a couple weeks ago participated by 75 families and 8 colleges. AP testing will start on Monday with 306 students taking a total of 602 AP exams. Scheduling is continuing very well and now that the students are back in the building the meetings will move forward in person. The college application process is ongoing with a total of 1,030 applications submitted for the senior class. The students are actively looking into scholarship opportunities and feedback is being received from local providers making sure the students are aware of the available scholarships. Mrs. Kenney concluded her report.

Mr. Cattani asked for a motion to approve the Superintendent's Report.

Motion was made by Mr. Bolderman, seconded by Mr. Hoverter, to approve and accept the Superintendent's Report.

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mrs. Bossone, Mrs. McGarry, Mr. Sorino

MOTION CARRIED

Recommend approval and acceptance of the Superintendent's Report.

Fire Drill
Reports
Document B

HIB Monthly
Reports
Document C

Asst. Supt.
Report
Mr. Place

Director of
Curriculum &
Instruction
(No Report)

Report of the
Director of
School
Counseling
Services
Mrs. Kenney

Approval of
Supt's Report

Mr. Cattani asked if there were any Manasquan General Items that required a separate vote or if there were any questions. Seeing none, he asked for a motion to approve Items #15 through #24.

Manasquan
General Items
#15 - #24

Motion was made by Mr. Loffredo, seconded by Mrs. Pollock, to approve Manasquan General Items #15 through #24.

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (2) Mrs. Bossone, Mr. Sorino

MOTION CARRIED

MANASQUAN

General Items

15. **Recommend** approval of the revision to the original contract dated August 13, 2020 for Student ID# 1529373859 to reflect the withdrawal from the 4-year old Integrated Preschool Program, effective January 4, 2021 and the re-enrollment date of March 15, 2021.
16. **Recommend** approval of the revision to the original contract dated September 10, 2020 for Student ID# 9264236744 to reflect the withdrawal from the 3-year old Integrated Preschool Program, effective February 1, 2021 and the re-enrollment date of May 1, 2021.
17. **Recommend** approval of Communication Technology Resources, LLC to conduct an Augmentative and Alternative Communication (AAC) evaluation with elementary school state student ID# 1443461121 at a cost of \$800.00.

Revision to Pre-
School
Contract
4-year-old

Revision to Pre-
School
Contract
3-year-old

CTR, LLC –
AAC Evaluation

Professional Days

18. **Recommend** approval of the **attendance** of staff members at conferences/workshops indicated below: **None for the Month**

MES
Professional
Days
(No Report)

Student Action

Field Trips

19. **Recommend** approval of the field trips listed below:

MES Field Trips

<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 Funds</u>
May 24, 2021 (Rain Date – May 25, 2021)	Megan Manetta Marc Reid Michael Pape Kristine Pierce Andrea Trischitta Kirt Wahl Jeffrey DeMuro Teacher TBD Nurse TBD	Grade 8	Pine Grove Day Camp	8 th Grade Class Trip	Yes-8	4 Buses - \$280.00 each	\$5,000 Student Funds and PTO Funds

Placement of Students on Home Instruction

20. **Recommend** that the following student(s) be placed on home instruction, as requested by Guidance or the Child Study Team and approved by the school physician:
#7625201955 Grade 8 April 19, 2021 – May 19, 2021 (Medical)

MES Home
Instruction

Placement of Students Out of District

21. **Recommend** approval of the revised External Placement list that reflects both tuition and transportation costs for the 2020-2021 school year, as per Document 1.
22. **Recommend** approval of the External Placement list that reflects both tuition and transportation costs for the 2021-2022 school year, as per Document 2.

2020-21
External
Placements
Document 1

2021-22
External
Placements
Document 2

- 23. Recommend** approval of the acceptance of the following Tuition Free Student of Staff Members, in accordance with the MEA/MBOE Negotiated Agreement, in the Manasquan Elementary School, for the 2021 -2022 school year:
- o Student ID # to be determined (J.B) Grade 3
 - o Student ID #8160948431 Grade 8

2021-22
Tuition Free
Students of
Staff Member

Financials

- 24. Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending **March, 2021** as per **Document 3**.

MES Central
Funds Report
Document 3

Mr. Cattani asked if there were any Manasquan/Sending Districts General Items that required a separate vote or if there were any questions.

Mr. Pellegrino referred to Item #43 and asked what the donation would be used for by the drama club. Dr. Crawley replied that it would be deposited into the Central Fund to be used for any operating function with a portion donated for printing services for the upcoming theater production's tickets and programs.

Seeing nothing further, Mr. Cattani asked for a motion to approve Items #25 through #46.

Motion was made by Mr. Loffredo, seconded by Mr. Burns, to approve Manasquan/Sending Districts General Items #25 through #46.

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mrs. Bossone; Mrs. McGarry; Mr. Sorino
MOTION CARRIED

Manasquan/
Sending
Districts
General Items
#25 - #46

MANASQUAN/SENDING DISTRICTS

General Items

- 25. Secretary's Report/Financials**

Recommend acceptance of the following **Financial Reports, High School Central Funds Report, Purchase Orders and Payment and Confirmation of Bills (Current Expense) and (Capital Expense)**.

Secretary's
Report &
Financials

The Business Administrator/Board Secretary certifies that as of **MARCH, 2021** 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.

Secretary's
Certification

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, 2021** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

Acceptance of
the Secretary's
Certification

Recommend acceptance of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **MARCH 31, 2021** as per **Document D**. (The Treasurer of School Moneys Report for the month of **MARCH, 2021** is on file in the Business Office and is in balance with the Secretary's Report).

Secretary's
Financial &
Investment
Report
Document D

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, 2021**, 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 **2020-2021 budgets for MARCH and APRIL** as recommended by the Superintendent of Schools, as per **Document D**.

Budget
Certification
Document D

Purchase Orders for the months of **MARCH 2021** be approved, as per **Document E**.

Recommend acceptance of the **Cafeteria Report – Document F**

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$1,437,676.17** for the month of **APRIL, 2021** be approved. Record of checks (#47924 through #47973), and distributions are on file in the Business Office.

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$0.00** for the month of **APRIL, 2021** be approved. Record of checks (# through #), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **MARCH, 2021** at **\$3,067,643.69** and checks (#47771 through #47923) and **(Capital Expense)** for **MARCH, 2021** at **\$14,078.95** and checks (#1209 through 1213).

Recommend acceptance of the following **High School Central Funds Report** for the month ending **MARCH 2021** as per **Document G**.

Adoption of 2021-22 Budget

26. **Recommend** approval of the adoption of the final 2021-22 School District budget as listed below and as per the advertised budget, as per **Document H**:

BE IT RESOLVED that the final budget be approved for the 2021-2022 school year using the 2021-2022 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>
2021-2022 Total Expenditures	\$29,859,835	\$753,723	\$1,884,576	\$32,498,134
Less: Anticipated Revenues	\$13,578,190	\$753,723	\$ 434,057	\$14,765,970
Taxes to be Raised	\$16,281,645	\$ -0-	\$1,450,519	\$17,732,164

27. **Recommend** approval of the Pay Application #14 from Thermal Piping, for the Manasquan High School Partial HVAC and Fire Alarm Replacement projects, in the amount of \$58,583.00 (attorney reviewed and approved):

28. **Recommend** approval of the acceptance of the following Parent-Paid Tuition student at Manasquan High School, for the 2020-2021 school year:

- Student ID # 6784588582 Grade 11 \$2,077.00 (pro-rated as of 4/16/21)

29. **Recommend** approval of the acceptance of the following Parent-Paid Tuition students at Manasquan High School for the 2021-2022 school year:

- Student ID # to be determined (D.A.) Grade 9 \$8,510.00
- Student ID # to be determined (S.W.) Grade 9 \$8,510.00
- Student ID # 6784588582 Grade 12 \$8,510.00

Purchase
Orders
Document E

Cafeteria
Report
Document F

Bills (Current
Expense)

Bills (Capital
Expense)

Confirmation
of Bills (Current
& Capital
Expense)

H.S. Central
Funds Report
Document G

Adoption of the
2021-2022
Final School
District Budget
Document H

Thermal Piping
Pay Application
#14

2020-21 Parent
Paid Tuition
Student

2021-22 Parent
Paid Tuition
Students

30. **Recommend** approval of the acceptance of the following Tuition Free Student of Staff Members, in accordance with the MEA/MBOE Negotiated Agreement, in the Manasquan High School, for the 2021 -2022 school year:
- Student ID # 7696879046 Grade 9
31. **Recommend** approval of the acceptance of the proposal with Suburban Consulting Engineers, Inc., for engineering, permitting and construction support services for the Manasquan Elementary School Athletic Field Improvements, in the amount of \$23,500 (proposal previously signed on March 24, 2021 by Dr. Crawley, SBA/BS), as per **Document I.**
32. **Recommend** approval of the Limited-Service Proposal from Tokarski + Millemann Architects, LLC, for Updating of the Long Range Facilities Plan for the Manasquan Public School District, in the total amount of \$7,550, as per **Document J.**
33. **Recommend** approval of the Addendum #2 for the 2021-2022 Food Service Management Company Services, provided by Simplified Culinary Services, Inc., Point Pleasant, NJ. Simplified Culinary Services, Inc., will collect a Flat Management Fee of \$21,000 annually and guarantee a return of \$7,000 annually.
34. **Recommend** approval of the 2021-2022 proposal from HMC Inc., to provide Worker and Community Right to Know (RTK) Act and Hazard Communications Standard services for the Manasquan School District, including the required Right to Know Online Survey due July 15, 2021, in the amount of \$3,250.00, as per **Document K.**
35. **Recommend** approval of the acceptance of the New Jersey School Insurance Group 2021 Safety Grant, in the amount of \$7,365.00. These funds will be used to partially fund the salaries of the district security guards.
36. **Recommend** approval of the agreement with Pine Grove Day Camp, Wall, N.J., to hold the 2021 Senior Class Picnic, on June 14, 2021, as per attached **Document L.**
37. **Recommend** approval of the 2021-2022 Agreement with Phoenix Advisors, LLC for Continuing Disclosure and Independent Registered Municipal Advisor Services, as per agreement and fee schedule on file in the board office.
38. **Recommend** approval of the Manasquan Bank, 2221 Landmark Place, Wall Township, New Jersey as the depository for funds for the following account and authorize the person/persons to sign checks, make transfers and withdrawals:
- | <u>Account</u> | <u>Officials</u> |
|---|-------------------------------|
| • Manasquan Board of Education – Shared Service Agreement Account | Board Secretary and Treasurer |
39. **Recommend** approval of the closure of the following Manasquan Bank Accounts with the account balances being transferred to Manasquan High School Central Funds Account:
- Manasquan Board of Education – Surf Team Account
 - Manasquan Board of Education – Recording Studio Account
40. **Recommend** approval of the list of cancelled checks for the General Account, E.S. Central Fund, H.S. Central Fund and Referendum Account, as per **Document M.**
41. **Recommend** approval of the Cooperative Pricing System Agreement through NJSBA ACES, as per **Document N.**

2021-22
Tuition Free
Student of Staff
Member

Suburban
Consulting
Engineers, Inc.
Document I

Tokarski +
Millemann
Architects
Document J

2021-22
Simplified
Culinary
Services, Inc.
Addendum #2

HMC Inc. –
Right to Know
Services
Document K

NJSIG 2021
Safety Grant

Pine Grove Day
Camp
Document L

2021-22
Phoenix
Advisors, LLC

Manasquan
Bank – Shared
Service
Agreement
Account

Manasquan
Bank – Account
Closures

Cancelled
Check List
Document M

NJSBA ACES
Co-op Pricing
System
Document N

- 42. Recommend** approval of the **amendment** of the following policies and regulations (first reading), as per **Document O**.

- P 9181 – Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants

- 43. Recommend** approval of the acceptance of the donation in the amount of \$3,900.00 for the Manasquan High School Drama Club from the Liv Morro Memorial Fund.

Professional Days

- 44. 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 3, 2021	Meredith Morris	Online	Techniques for Learning Challenges	No	Registration -\$35.00
May 12, 2021	Cheryl Bontales	Monmouth University	Meeting and Commencement Exercise for Doctoral Degree	Yes	None

Student Action

Field Trips

- 45. 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>
April 16-June 18, 2021	Jennifer Dyer Brian Rostron Autumn Sterner Donya Manovill	ACE Program	Local Manasquan Businesses	Life Skills in Community Setting	No	None	None

Placement of Students on Home Instruction

- 46. Recommend** that the following student(s) be placed on home instruction, as requested by Guidance or the Child Study Team and approved by the school physician:

#2686906059	Grade 11	April 2, 2021 – May 2, 2021 (Medical)
#1191431075	Grade 11	April 6, 2021 – May 6, 2021 (Medical)
#8397499020	Grade 11	April 11, 2021 – May 11, 2021 (Medical)
#1274491076	Grade 12	April 19, 2021 – May 19, 2021 (Medical)
#5694149155	Grade 10	March 15, 2021 – April 16, 2021 (Medical)

Mr. Cattani asked if there was any Old or New Business to come before the Board.

47. Old Business/New Business

There was no Old Business to come before the Board.

Under New Business – Mr. Loffredo thanked Dr. Crawley and the grounds crew for arranging the use of the elementary school baseball field by the freshmen boys who did not have the opportunity to play last year as 8th graders. Mr. Loffredo asked if there is a 3-D printer at the elementary school. Mr. Place said there is one in the elementary school and it will be made available to the students.

Mr. Cattani reported on a property being sold on Elizabeth Avenue that includes a 50' x 260' lot that is being considered for purchase by the Board. The realtor was made aware of the Board's interest in the lot if the buyer is interested in subdividing the property.

Seeing no additional Old or New Business, Mr. Cattani asked for a motion to enter Executive Session.

P9181 – 1st
Reading
Document O

Donation for
Drama Club

MHS
Professional
Days

MHS Field Trips

MHS Home
Instruction

Old Business
(No Report)

New Business

Motion was made by Mr. Bolderman, seconded by Mr. Hoverter, and approved by voice vote of all those present in favor to enter into Executive Session at 8:35 p.m.

MOTION CARRIED

48. 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 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 thirty (30) 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
- ___ 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
- ___ 7. Litigation or Contract Matters or Att./Client
- X 8. Personnel Matters (Hiring, Leave of Absence)
- ___ 9. Imposition of Penalties Upon an Individual

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

Mr. Cattani asked for a motion to reconvene the meeting.

Motion was made by Mr. Hoverter, seconded by Mr. Burns, and approved by voice vote of all those present in favor to reconvene the meeting at 8:55 p.m.

MOTION CARRIED

49. Roll Call

Bruce Bolderman

Eugene Cattani

Anne McGarry (SLH) - absent

Donna Bossone – absent

Terence Hoverter

Thomas Pellegrino

Martin Burns

Dennis Ingoglia (Brielle)

Alexis Pollock

Michele Cartaya (Lake Como)

Joseph Loffredo

Alfred Sorino – absent

Quorum Reached

Executive
Session

Motion to
Reconvene
Meeting

Roll Call

Mr. Cattani asked for a motion to approve Manasquan Item #50.

Motion was made by Mr. Pellegrino, seconded by Mrs. Pollock, to approve Manasquan Item #50 – Elementary School Personnel, as specified in Document 4.

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (2) Mrs. Bossone, Mr. Sorino

MOTION CARRIED

Manasquan
Item #50 – E.S.
Personnel
Document 4

MANASQUAN

Personnel

50. Recommend approval of the Elementary School personnel as per **Document 4.**

Mr. Cattani asked for a motion to approve Manasquan/Sending Districts Item #51.

Motion was made by Mr. Ingoglia, seconded by Mr. Loffredo, to approve Manasquan/Sending Districts Item #50, High School Personnel, as specified in Document P.

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mrs. Bossone; Mrs. McGarry; Mr. Sorino

MOTION CARRIED

Manasquan/
Sending
Districts Item
#51 – H.S.
Personnel
Document P

MANASQUAN/SENDING DISTRICTS

Personnel

51. Recommend approval of the High School personnel as per **Document P.**

Mr. Cattani asked for a motion to approve the following walk-in motion.

Recommend approval of the acceptance of the resignation of Colleen Graziano, Manasquan Elementary School Principal for grades PK through 4 for the purpose of retirement, effective August 1, 2021.

Acceptance of
Colleen
Graziano's
Retirement

Motion was made by Mrs. Pollock, seconded by Mr. Hoverter, to accept the resignation of Colleen Graziano, for the purpose of retirement, effective August 1, 2021.

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mrs. Bossone; Mrs. McGarry; Mr. Sorino

MOTION CARRIED

Mr. Cattani asked for a motion to adjourn.

52. Adjournment

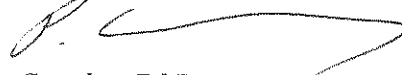
Motion to Adjourn

Adjournment

Motion was made by Mr. Bolderman, seconded by Mr. Hoverter, and approved by voice vote of all those present to adjourn the meeting at 8:58 p.m.

MOTION CARRIED

Respectfully submitted,



*Pete Crawley, Ed.D.
Board Secretary*