

BOARD OF EDUCATION
Borough of Manasquan

The Regular Open Business Meeting of the Manasquan Board of Education was held in the Manasquan High School Auditorium, 167 Broad Street, Manasquan, New Jersey, on Thursday, December 19, 2013.

Mr. Bauer called the meeting to order at 6:00 p.m. and read the Opening Statement.

Call to Order

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.

Mr. Bauer requested that everyone join in the Pledge of Allegiance.

2. Pledge of Allegiance

Pledge of
Allegiance

3. Roll Call

Roll Call

Julia Barnes (Brielle)

Linda DiPalma – left 6:05 p.m. and returned at 8:10 p.m.

Thomas Bauer

Michael Forrester (SLH)

Michael Shelton

Jack Campbell

Mark Furey (Belmar) - absent

Katherine Verdi

Kenneth Clayton

Thomas Pellegrino

James Walsh

Patricia Walsh

Also Present: Mrs. LaPrete, Interim Superintendent of Schools, Dominic V. Carrea, Interim Business Administrator/Board Secretary, Michael Gross, Board Attorney, Sandi Freeman, Recording Secretary

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

4. Mission Statement

Mission
Statement

Manasquan School District's mission is to empower students to reach their potential and become life-long learners. We strive to ensure that students play an active role in their education, are guided by rigorous academic standards aligned with the New Jersey Core Curriculum Content Standards, and function within the community that regards student, educators, and parents as full participants in the educational process. We dedicate ourselves to the realization of a supportive learning environment that nurtures growth, personal integrity and mutual respect.

5. 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 referred to the appropriate Board committee. The members of the Board committee work with the administration and the Superintendent of Schools to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then is it 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 Special Meeting and Closed Executive Session of November 11, 2013, Regular Open Business Meeting of November 21, 2013 and the Regular Open Business Meeting of December 3, 2013. Closed Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed session no longer exist.

Acceptance of
Minutes

Motion was made by Mrs. Walsh, seconded by Mr. Shelton, to approve the minutes as specified in Item #6.

Discussion: None

Roll Call Vote:

November 11, 2013 – Ayes (8), Nays (0), Abstain (3) – Mr. Forrester, Mr. Pellegrino, Mrs. Verdi, Absent – (1) – Mr. Furey

November 21, 2013 – Ayes (9), Nays (0), Abstain (2) – Mr. Pellegrino, Mrs. Verdi, Absent (1) – Mr. Furey

November 3, 2013 – Ayes (10), Nays (0), Abstain (1) – Mr. Pellegrino, Absent (1) – Mr. Furey
MOTION CARRIED

7. Presentations

- Presentation by Robert A. Hulsart - Audit and CAFR Report for FY ended June 30, 2013.

Presentations

Mr. Bauer introduced the district's auditor, Mr. Robert A. Hulsart.

Audit & CAFR
Report
Robert A.
Hulsart

Mr. Hulsart provided a detailed report on the Audit and CAFR Report. There were no questions from the Board relating to the audit. Mr. Bauer thanked Mr. Hulsart for his report.

Mrs. LaPrete presented the following in the Superintendent's Report.

8. Superintendent's Report & Information Items

Recommend approval of the acceptance of the Superintendent's Reports as listed below:

Mrs. LaPrete asked for acceptance of the following reports:

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

Superintendent
Report

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

Mrs. LaPrete reported that the Mid-Year HIB Report was not presented from January 2013 through June 2013 and asked that the Board now approve this report and let the minutes reflect the cases as reported below..

- Mid-Year HIB Report – January 2013 through June 2013 – **12 cases reported – 4 cases confirmed**

Mid-Year HIB
Report

Mrs. LaPrete also reported on the following EVVRS report and asked the minutes to reflect that the elementary school during this period of time had three (3) incidents and the high school had eight (8) incidents.

- Mid-Year Electronic, Violence and Vandalism Reporting System (EVVRS) – January 2013 through June 2013

Mid-Year
Electronic,
Violence &
Vandalism
Report

Motion was made by Mr. Campbell, seconded by Mrs. Walsh, to approve the acceptance of the Superintendent's Reports.

Discussion: None

Roll Call Vote: Ayes (10), Nays (0), Absent (2) – Mrs. DiPalma and Mr. Furey

MOTION CARRIED

Acceptance of
Superintendent
Report

Mr. Bauer asked the Board for a motion to move into Executive Session for Items #1 and #7 for approximately one (1) hour or less – in accordance with Item # 51.

*Motion was made by Mr. Clayton, seconded by Mr. Pellegrino, to enter into Executive Session.
Voice Vote: Ayes (10), Nays (0), Absent (2) – Mrs. DiPalma and Mr. Furey
MOTION CARRIED*

The Board entered into Executive Session at 6:15 p.m. and returned to reconvene the meeting at 7:25 p.m.

Roll Call (7:25 p.m.)

<i>Julia Barnes (Brielle)</i>	<i>Linda DiPalma – left 6:05 p.m. and returned at 8:10 p.m.</i>	
<i>Thomas Bauer</i>	<i>Michael Forrester (SLH)</i>	<i>Michael Shelton</i>
<i>Jack Campbell</i>	<i>Mark Furey (Belmar) - absent</i>	<i>Katherine Verdi</i>
<i>Kenneth Clayton</i>	<i>Thomas Pellegrino</i>	<i>James Walsh</i>
		<i>Patricia Walsh</i>

Also Present: Mrs. LaPrete, Interim Superintendent of Schools, Dominic V. Carrea, Interim Business Administrator/Board Secretary, Michael Gross, Board Attorney, Sandi Freeman, Recording Secretary, and Joyce Pegler, Student Representative

Mr. Bauer asked Joyce Pegler for the Student Board Representative Report.

9. Student Board Representative Report – Joyce Pegler

Ms. Pegler reported that the Academy of Finance collected 306 toys during its 7th Annual Toy Drive. She reported that members delivered the toys to Thurgood Marshall Elementary School in Asbury Park. She reported that the penny war competition raised enough money to feed 202 families through the Ocean and Monmouth Counties Food Banks. She also reported that the Key Club raised over 800 cans of food for distribution to local families.

Mr. Bauer thanked Ms. Pegler for her report.

10. Board Committee Reports

Athletic/Community Relations Committee: Mr. Pellegrino reported on the December 12, 2013 meeting.

Policy Committee: Mrs. Barnes reported on the December 11, 2013 meeting.

Finance Committee: Mr. Shelton reported on the December 17, 2013 meeting.

Buildings & Grounds Committee: Mr. Shelton reported on the December 17, 2013 meeting and Mr. Carrea provided details on the ROD grants that received approval. Mr. Carrea also spoke on the preliminary cost estimates and expected receipt of final cost estimates at which time the Board will have to move by resolution to accept the grants. He reported that the total cost of approved projects is \$3,860,462 of that \$1,544,185 would be funded by the state through the ROD grants with the local share being \$2,316,277.

Mr. Bauer addressed Mrs. Walsh's request for a review of the process used for the selection of projects submitted to the state.

Mr. Bauer opened the Public Comment on Agenda Items and read the following statement:

11. Public Comment on Agenda

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses

*Motion to
enter Executive
Session*

*Meeting
Reconvened*

Roll Call

*Student Board
Representative
Report*

*Board
Committee
Reports*

*Public
Comment on
Agenda*

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
Comment on
Agenda
(continued)

Mrs. Garrett-Muly asked how the merit/demerits are kept accountable. Ms. LaPrete replied that the merit/demerit system is tracked by the high school administration. Ms. LaPrete explained the areas that were addressed by the change in the policy.

Mr. Bauer closed the Public Comment on Agenda seeing no additional comments from the public.

Mr. Bauer asked for a motion to approve Manasquan Motions - Items #12 through #28.

Motion made by Mr. Shelton, seconded by Mr. Campbell to approve Manasquan Motions – Items #12 through #28.

Discussion: Mrs. Walsh referred to Document H and asked what account was used for the transfer of \$30,000 into the account for legal fees. Mr. Carrea replied that it came out of the Other Employee Benefits account.

Roll Call Vote: Ayes (8), Nays (0), Absent (1) - Mrs. DiPalma

MOTION CARRIED

Manasquan
Motions #12 -
#28

General Items

- 12. Recommend approval** to accept the Audit and CAFR Reports of the Financial Records of the Manasquan School District for the period ended June 30, 2013 as presented by Robert A. Hulsart of Robert A. Hulsart and Company as per **Document D**.
- 13. Recommend approval** of the 2nd Reading of Revised Manasquan Board of Education Policy #5600 - Pupil Discipline/Code of Conduct as per **Document E**.
- 14. Recommend approval** of the 2nd Reading of Revised Manasquan Board of Education Regulation #5600 - Pupil Discipline/Code of Conduct as per **Document F**.
- 15. Recommend approval** of Dr. Sandra Fields-Kuhn, Audiologist, to conduct a CAP Evaluation for elementary school student #23946, not to exceed \$450.00 for purposes of CST evaluation.
- 16. Recommend approval** of FRA-Tech Connection, Shrewsbury to conduct Assistive Technology Evaluation for elementary school student #2442, not to exceed \$480.00 for purposes of CST evaluation.
- 17. Recommend approval** of Dr. Zaidi, Psychiatrist, to conduct Psychiatric Evaluation at a rate of \$450.00 for elementary school student #252126 as part of a Child Study Team Evaluation.
- 18. Recommend approval** of Monica Peters, to conduct a Bilingual Psychological Evaluation at a rate of \$495.00, and Nilda Collazo, to conduct a Bilingual Speech/Language Evaluation at a rate of \$550.00 for pre-school student #071310 as part of a Child Study Team Evaluation.

Acceptance of
Audit and CAFR
Reports
Document D

2nd Reading
Revised Policy
#5600
Document E

2nd Reading
Revised Reg.
#5600 – Doc. F

Dr. Fields-Kuhn
CAP Evaluation

FRA-Tech
Connection –
Asst. Tech.
Eval.

Dr. Zaidi,
Psychiatric
Eval.

M. Peters,
Bilingual Psych.
Eval.

19. **Recommend approval** of Sharon Watt, speech therapist from Sea Girt, to continue to work with student #172093 in the high school after school twice a week at the expense of her sending district BOE for the 13-14SY.

*S. Watt,
Speech
Therapist*

20. **Recommend approval** to purchase a Promethean ActivBoard with projector, connections, and installation for Elementary School Art Room from CDW-G in the amount of \$4,425.89 through the MRESC Technology Supplies cooperative purchase contract, Bid Number 13/14-04, NJ State Approved Co-Op # 65MCESCCPS. Full cost to be reimbursed by the Manasquan Elementary School PTO.

*Promethean
ActivBoard for
E.S. Art Room
Reimbursed by
MES-PTO*

21. **Recommend approval** of Dr. Sackles, BCBA, to conduct FBA Evaluation for elementary school student #24937, not to exceed \$650.00 for purposes of CST evaluation.

*Dr. Sackles,
BCBA –
FBA Evaluation*

Personnel

22. **Recommend approval** of the following teacher appointments for lunchroom supervision for the 2013-2014 SY at \$28.50/hour:

*PERSONNEL
Lunchroom
Supervision
Appointments*

Oriana Kopec – 2 periods per week

Lisa Marshall – 5 periods per week

23. **Recommend approval** of the request for TCH.MS.SSTU.06.02 (4126), to take a **paid medical leave of absence** beginning **February 26, 2014** through **March 21, 2014** and a **Family Medical Leave of Absence** beginning **March 24, 2014** through **May 30, 2014**, returning **June 2, 2014**.

*Medical Leave
of Absence*

24. **Recommend approval** of the elementary school secretarial and custodial bargaining unit salaries for the 2013-2014 school year, as per **Document G**.

*E.S. Secretarial
& Custodial
Salaries
Document G*

25. Professional Days

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

*E.S..
Professional
Days*

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
January 10-18, 2014	Nancy Sanders	St. Petersburg, Florida	Training Methods for Teaching Diversity in the Counseling & Classroom for Elementary Students	No	\$625 registration – to be paid for by employee
January 29, 2014	Brianna O'Hara & Jillian Berra	Edison	Seminar on PARCC/NJASK	Yes – 2	\$135 each registration \$24.80 mileage
March 6, 2014 (previously approved 11/21/13 – date has been changed)	Erin Saponara	Monroe Township	Legal One: Counseling the Bully	No	\$75 registration \$20.21 mileage

Student Action

26. Field Trips

No field trips to approve at this time

*E.S. Field Trips
(no report)*

27. Placement of Students on Home Instruction

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

#252126	Grade 1	November 25, 2013 – TBD (Pending Evaluation)
#181434	Grade 8	November 6, 2013 - November 12, 2013 (Hospitalization)

*E.S. Home
Instruction*

Secretary's Report

28. Recommend acceptance of the following Financial Reports, Elementary School Central Funds Report, Purchase Orders and Payment and Confirmation of Bills (Current Expense) as noted in A, B, C and D:

- A) Secretary's Financial & Investment Report as per **Document H**
- B) Elementary School Central Funds Report as per **Document I**
- C) Purchase Orders as per **Document J**
- D) Cafeteria Report – **Document K**
- E) Bills and Confirmation of Bills (Current Expense)

*Financial
Reports*

- A) The Business Administrator/Board Secretary certifies that as of **November 30, 2013** 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; that the amount of district taxes, including debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,531,007.00** and that Manasquan Borough Council is hereby requested to place in the hands of the Treasurer of School Moneys that amount within the 30 days in accordance with the statutes relating thereto.

District Taxes

Be It Resolved: Pursuant to N.J.A.C. 6:20-2A.10(d), the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **November 30, 2013** 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
Secretary's
Certification*

Recommend acceptance of the Secretary's Financial & Investment Report and the Treasurer's Report, for the month ending **November 30, 2013** per **Document H**. (The Treasurer of School Moneys Report for the month of **November 2013** is on file in the Business Office and is in balance with the Secretary's Report).

*Secretary's
Financial &
Investment
Report
Document H*

Pursuant to N.J.A.C. 6:20-2A.10(e), 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 **November 30, 2013** 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 **2013-2014 budgets** for **November and December** as recommended by the Superintendent of Schools, as per **Document H**.

*Budget
Certification
Document H*

- B) Recommend acceptance of the **Elementary School Central Funds Report** for the month ending **November 30, 2013** as per **Document I**.

*E.S. Central
Funds Report
Document I*

- C) **Purchase Orders** for the month of **December 2013** be approved, as per **Document J**.

*Purchase
Orders
Document J*

D) Recommend acceptance of the Cafeteria Report as per Document K.

Cafeteria
Report
Document K

E) Be It Resolved: that the **Bills (Current Expense)** in the amount of **\$1,935,910.90** for the month of **December 2013** be approved. Records of, checks (**#33800- #33904**) and distributions are on file in the Business Office.

Bills

F) Confirmation of Bills (Current Expense) for November 2013 at \$2,746,035.24 and checks (#33644- #33799).

Confirmation
of Bills

Mr. Bauer asked for a motion to approve Manasquan/Sending Districts motions – Item #29.

Manasquan/
Sending
Districts
Motions

Mr. Pellegrino questioned differences in last year's Memorandum of Agreement and if it was available for review. Mrs. Walsh also commented that she did not have the opportunity to read the agreement. Ms. LaPrete said there were minimal changes and the stationhouse adjustment was no longer a part of the agreement.

Mr. Bauer asked for a motion to approve Item #29.

Item #29

Motion was made by Mrs. Walsh, seconded by Mrs. Verdi, to approve Manasquan/Sending Districts Motion - Item #29.

Roll Call Vote: Ayes (6), Nays (1) – Mr. Pellegrino, Abstain (3) – Mrs. Verdi, Mr. Walsh, Mrs. Walsh, Absent (2) – Mrs. DiPalma and Mr. Furey

MOTION CARRIED

29. Recommend approval of the Memorandum of Agreement with Law Enforcement Officials and the Manasquan School District for the 2013-2014 School Year dated September 9, 2013 (on file at the Board of Education office).

Memorandum
of Agreement

Mr. Bauer asked for a motion to approve Manasquan/Sending District motions – Items #30 through #48.

Manasquan/
Sending
Districts
motions
Items #30 - #48

Motion was made by Mr. Shelton, seconded by Mr. Campbell, to approve Manasquan/Sending District motions – Items #30 through #48.

Discussion: Mr. Pellegrino said he failed to mention the donation of the wrestling mat in his committee report and reported that this mat was used in the Olympic Trials at Rutgers.

Roll Call Vote: Ayes (10), Nays (0), Absent (2) – Mrs. DiPalma, Mr. Furey

Item #42 – Ayes (9), Nays (0), Abstain (1) – Mrs. Verdi, Absent (2) – Mrs. DiPalma, Mr. Furey

MOTION CARRIED

30. Recommend approval to apply for the NJ Library Makerspaces Grant for the 2013-2014 SY.

NJ Library
Makerspaces
Grant

31. Recommend approval to accept the donation of a wrestling mat from the Manasquan Recreation Commission.

Donation of
Wrestling Mat

32. Recommend approval to accept a quote for security system upgrades in the amount of \$11,581.92 for a two-way radio system as submitted by PMC Associates, Hazlet, NJ under State Contract #83926.

PMC
Associates
2-way Radio
System

33. Recommend approval to accept the Demographic Study dated December 7, 2013 as prepared and submitted by Whitehall Associates, Inc. The enrollment projections are through the 2018-2019 school year.

Acceptance of
Demographic
Study –
Whitehall
Associates Inc.

34. **Recommend approval** to purchase new wireless access points, wireless controller virtual appliance, and support subscription in the amount of \$35,862.71 and network hardware to support upgraded wireless access points in the amount of \$4,080.48 from CDW-G through the MRESC Technology Supplies cooperative purchase contract, Bid Number 13/14-04, NJ State Approved Co-Op # 65MCESCCPS.

CDW-G
Wireless Access
Points,
Wireless
Controller
Virtual
Appliance

35. **Recommend approval** of the renewal of the agreement with Teachscape, Inc. to provide Danielson Framework training and teacher evaluation platform through June 30, 2013 in the amount of \$6,327.84.

Teachscape,
Inc. Agreement
Danielson
Framework
Training/Eval.

36. **Recommend approval** of a quote to purchase four (4) Automatic External Defibrillators (AED), from Team Life, Inc., Colts Neck, NJ, at a total cost of \$5,700 (\$1,425 each).

Team Life, Inc.
AED Purchase

37. **Recommend approval** of Speech services be provided by Somerset County Educational Services Commission for student number #191390, for the 2013-2014 SY, for every other week for 60 minutes at a rate of \$85.00 per hour + 6% administrative fee.

Speech Svcs.
Somerset
County ESC

38. **Recommend approval** of the following Manasquan High School Final Exam schedule:

MHS ~ Final
Exam Schedule

Thursday, January 23

Friday, January 24

Block 2 Exam 7:38 a.m. - 9:38 a.m.

Block 1 Exam 7:38 a.m. - 9:38 a.m.

Passing 9:38 a.m. - 9:53 a.m.

Passing 9:38 a.m. - 9:53 a.m.

Block 3 Exam 9:53 a.m.-11:53 a.m.

Block 5 Exam 9:53 a.m.- 11:53 a.m.

Passing 11:53 a.m.-12:08 p.m.

Passing 11:53 a.m.- 12:08 p.m.

Block 4 Exam 12:08 p.m.-2:08 p.m.

Make-Ups 12:08 p.m.- 2:08 p.m.

Personnel

PERSONNEL
Clerical
Responsibilities
BOE Meetings

39. **Recommend approval** of the following Central Office Staff Members to perform clerical responsibilities at Public Board of Education Meetings for the 2013-2014 SY at a stipend of \$30.00/hour:

Sandra Freeman

Andrea Mahon

40. **Recommend approval** of the high school secretarial and custodial bargaining unit salaries for the 2013-2014 school year, as per **Document 1**.

H.S. Secretarial
& Custodial
Salaries
Document 1

Athletics

41. **Recommend approval** of the following extracurricular/coaching appointments for the 2013-2014 SY:

Extracurricular
/Coaching
Appointments

Maria Eldridge - French/Spanish Honor Society Advisor at a stipend of \$2,125.00

Robert Hoffman - Boys' Varsity Lacrosse Coach at Step 4 - \$4,100.00 (pending criminal history approval)

Justin Roach - Site Manager - \$90.00 per event on an as needed basis

Rod Ravaoli - Site Manager - \$90.00 per event on an as needed basis

42. **Recommend approval** of the following non-paid volunteer coach for the 2013-2014 SY:

Stephen Acropolis - Assistant Ice Hockey Coach (pending criminal history approval and substitute certification)

- 43. Recommend approval** that the JV Ice Hockey Team be recognized as an extracurricular activity. All costs to be absorbed by donation.

44. Professional Days

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>
January 10-12, 2014	Donna Bossone, Alfred Sorino, Heather Muly	Princeton	New Board Member Orientation	No	\$33.24 each mileage
January 10-12, 2014	Kevin Hyland	Mashantucket, Connecticut	Eastern Athletic Trainers Association Annual Meeting	Yes	\$130 registration \$124 mileage \$374 accommodations
January 15, 2014	Sandi Freeman	Hamilton	Training on Contracting with Food Management Co.	No	\$22.00 mileage
January 17, 2014	Meika Laszlo Sue VanNote	Wall Township Library	Develop units for life skills class	Yes	None
January 23, 2014	Sean McCarthy	Monroe	District Test Coordinator Training	No	\$20.17 mileage
January 30 & 31, 2014	Jesse Place	Atlantic City	NJASA Techspo	No	\$385 registration \$43.65 mileage \$99 accommodations

Student Action

45. Field Trips

No field trips to approve at this time.

46. Placement of Students on Home Instruction

Recommend that the following student(s) be placed on home instruction, as recommended by the Child Study Team: **No students to approve at this time.**

47. Placement of Students Out of District

<u>Student</u>	<u>Date</u>	<u>Placement</u>	<u>Tuition</u>
#070795	11/25/2013	Willowglen Academy, Newtown, NJ (SLH responsible for tuition)	\$37,282.99 (prorated)

48. Financials

Recommend acceptance of the following **High School Central Funds Report** for the month ending **November 30, 2013 as per Document 2.**

49. Public Forum

Mr. Bauer opened the Public Forum.

Grace Roberts, 23 Lebanon Drive, Brielle, commented on the December 11th meeting with the Policy Committee and asked for the status of the Random Drug Testing Program and if any answers were available to their questions.

Mr. Gross commented that the Board, as a result of a review from the Policy Committee, asked his office to investigate the allegations of non-compliance. He said the Board received his legal

opinion and would have the ability to reinstate the policy, rescind the policy or do absolutely nothing this evening and keep it in suspension until further review.

Public Forum
(continued)

Mr. Gross addressed Mrs. Robert's questions on what is being done relating to the alleged infractions that have taken place and brought to the attention of the Board. He pointed out that if the Board were to reinstate the policy he advised the Board to require the vendor to require a state lab to avoid any further ambiguity.

Dennis Roberts, 23 Lebanon Drive, Brielle, commented that the policy is riddled with problems and he cannot see how the Board could move forward with the program. He commented on how punitive the program is and the ineffectiveness of the program. He said let the parents parent and not put any more money into drug testing.

Roseanne Scotti, Executive Director of Drug Policy Alliance of New Jersey, Trenton, NJ, offered her assistance with the random drug testing program. She pointed out that the research of random student drug testing shows unequivocally at this point that it is ineffective at best and detrimental at worst. She said research shows that random drug testing does not deter students from drug use and may even push students toward harder drugs. She said that it is important for students to be given other approaches such as drug education with greater involvement of parents and teachers to help recognize the signs of drug use in order to intervene and refer youths for treatment.

Jeanne Petillo, 78 Morris Avenue, Manasquan, asked to see the MRO certificate. She thanked Mr. Gross for his participation at the policy meeting. She questioned the lack of certification of Dr. Franz. She spoke in opposition to the policy and the Board's demand that parents relinquish their parental rights of authority over their children to the Board because the Board knows best. She said there is too much evidence against this program, it is too punitive and it must stop.

Grace Roberts, commented that at the last Board meeting there was an unscheduled PowerPoint presentation that went on for at least twenty minutes with an additional twenty minutes of related conversation and she resents the fact that she and Ms. Scotti were being dismissed and rushed. She pointed out that this is a prevalent attitude with this Board and she has no faith and confidence that this Board will institute a legal and compliant policy.

Mrs. Petillo, 78 Morris Avenue, Manasquan, commented that further investigation should be done regarding the certification of Dr. Franz.

Michelle LaSala, 44 Parker Avenue, Manasquan, commented that the parents made compelling points and confirmed that as a former Board Member the only information the Board relied on came from the drug vendor. She asked that the Board keep the program suspended and reevaluate the program.

Mr. Bauer closed the Public Forum seeing no additional comments from the public.

50. Old Business/New Business

Mrs. Verdi referred to an October policy committee meeting at which time she suggested that Board business should only be on board emails. She suggested that the new board members read through the agendas and ask questions. She wished the Board success and in her opinion finds that good leadership is necessary to succeed and she proposed that Mrs. Walsh be considered for the President position with Mr. Walsh as Vice President.

Mr. Campbell read the following prepared statement relating to the Random Drug Testing program. He further commented that drug use is not just in the high school and it starts in the elementary school. He said that these policies have to be done and he believes that it is effective.

Old Business &
New Business

A motion was made by Mr. Campbell, seconded by Mr. Shelton, to reinstate the Random Drug Testing policy with conditions.

Discussion:

Mr. Walsh commented that he would vote no because he would like to see more input from parents. He said that the job of a board member is to be objective and we have to reach out to the people in some capacity.

Mrs. Verdi said her sole reason for voting no is because the Board did not investigate every allegation and certain components shared by parents, such as Mr. Shelton's e-mails with SportSafe.

Mr. Pellegrino said that the most important thing with the policy is keeping the integrity of the policy and the system in place. He complimented the efforts of Mr. Gross and the policy committee in looking into the allegations. He said he supports the policy if it is done 100% the right way.

Roll Call Vote: Ayes (6); Nays (2) - Mrs. Verdi and Mr. Walsh; Abstain - (1) Mrs. Walsh
MOTION CARRIED

Mrs. Walsh said the reason she abstained is that the Board should re-examine the policy and ensure the integrity of the policy going forward as well as making sure the goals are being met by the policy.

Mrs. DiPalma commented that she supports the Random Drug Testing and it works as a deterrent for her children.

Executive Session took place at 6:15 p.m.

51. Executive Sessions

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 at Manasquan High School, 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 on 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 Privilege
- ☐ 8. Personnel Matters
- ☐ 9. Imposition of Penalties Upon an Individual

*Motion to
Reinstate the
Random Drug
Testing Policy*

*Executive
Session
(held at 6:15
p.m.)*

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

Mr. Bauer asked for a motion to adjourn.

Motion was made by Mr. Shelton, seconded by Mr. Pellegrino, and carried by voice vote of all those present to adjourn the Regular Open Business Meeting at 8:35 p.m.

*Motion to
Adjourn*

52. Adjournment

Motion to Adjourn

Respectfully submitted,

*Dominic V. Carrea
Interim Business Administrator/Board Secretary*

Drug. Reinstate

As a member of this board also a Parent in this Town, with 5 children going thru this School System, I've heard and read what I needed to hear and see and from where I sit, that our Vendor (Sports Safe), this Board and Administration hasn't done anything wrong or illegal. Therefore, I am moving a Motion To reinstate the "Random student Drug Testing Policy" and regulations effective immediately with our current vendor, Sports Safe, and with the understanding that the Superintendent will communicate with the Vendor to address any potential State Regulations that may need further modification and they will also communicate with staff to ensure that the notification phone calls are being made to parents and any discrepancies in paperwork are resolved.

In addition, the administration shall clarify any ambiguities between the students handbook and forms so that parents and students clearly understand the policy's. Any students subject to follow up tests or consequences as a result of a prior positive test result, and any students being withheld from activities for testing refusal should be re-instated only upon compliance with policy and the rules formerly in effect.

ATHLETIC/COMMUNITY RELATIONS COMMITTEE MEETING

December 12, 2013

4:00 P.M.

Attendance: Tom Pellegrino (Chairperson), Linda DiPalma (Co-Chair), Renae LaPrete, Heather Garrett-Muly

Agenda

NOTE: Any questions concerning minutes, please contact Renae.

1. Old Business

AED Policy Update – In speaking with our Athletic Director and Athletic Trainer, his recommendation that we purchase 4 mobile AED devices to accommodate our student athletes at all sites.

An AED Policy needs to be approved prior to next school year September 1, 2014, which we will begin working on. The committee recommends that we move forward to purchase these devices. Each device is approximately \$1,495.00.

2. New Business

- Kevin Hyland (Athletic Trainer) is requesting to attend the Athletic Trainers Annual Conference in Connecticut. The conference is focusing on diabetic athletes. The committee is recommending that Mr. Hyland be approved, registration, mileage, and room accommodations. The cost for the room is \$375 plus mileage .31 per mile and registration \$130.00.
- Manasquan Recreation Commission would like to donate a wrestling mat. This mat was used at an Olympic Trial Competition at Rutgers University. The Commission will deliver it. Our coach Matthew Voskian said we can definitely use it. The committee has recommended that we accept this wrestling mat as a donation and place their request on the 12/19/13 agenda for approval.
- Recommend approval of Robert Hoffman as the boys' varsity lacrosse coach. The candidate played 4 years at St. Rose and at Salve Regina University in Rhode Island. Mr. Hoffman has 3 years' experience at RBC and has worked in Manasquan for the past 2 years. Mr. Kornegay interviewed 2 other candidates with less experience. The committee is recommending Mr. Hoffman to be placed on the 12/19/2013 agenda on Step 4, \$4,100.00. The previous coach was on Step 8, \$6,100.00.
- Recommend approval of Stephen Acropolis as a volunteer assistant ice hockey coach – pending criminal history approval and substitute certification. He played ice hockey at Brick High School and at Southern New Hampshire University, where he was the MVP. The committee recommended that Mr. Acropolis be placed on the 12/19/13 agenda.
- Recommend approval of Justin Roach and Rod Ravaioli as site managers - \$90.00 per event as needed.
- JV Ice Hockey Team
Presently there is a JV Ice Hockey Club. Parents pay for ice time, coaching stipends, uniforms, etc. The committee is recommending that the board acknowledge the JV Ice Hockey Club as an extracurricular activity. All costs to be absorbed by donations. The insurance company said the team must be sanctioned to be covered. If approved, the team would be automatically covered under our current insurance plan with no additional cost.

Minutes
FINANCE COMMITTEE MEETING

December 17, 2013 @ 5:00 pm - 6:30pm

Committee Members Present: Mike Shelton, Ken Clayton, Jack Campbell (A), Also present was Board Member Michael Forrester and Board Members Elect Heather Garrett-Muly and Fred Sorino

Absent: Tom Bauer, Mark Furey

Administrators: Renae LaPrete, Dominic Carrea

Old Business:

1. **Demographic Report** – The Demographic Report was received on December 10, 2013. Final payment will be made upon acceptance of the Report by the Board at their December 19, 2013 Regular Public Board meeting.
2. **RFP for Custodial and Grounds** – Further discussion postponed until after the new Board reorganizes in January, 2014.
3. **RFP for Health Insurance Broker** – Mr. Gary Goldfarb will be invited to the January Committee Meeting to discuss services rendered to the district as Health Insurance Broker of Record.
4. **Audit for FY ending June 30, 2013** – The CAFRA was submitted to the Department of Education on December 5, 2013. The Board received an electronic PDF copy on December 10, 2013 and a bound copy on Thursday December 12, 2013. , At the December 19, 2013 Board meeting Mr. Robert Hulsart, Board Auditor, will present/discuss the CAFRA, and answer any Board questions before they vote to formally accept the CAFRA that same night. **There were no audit comments or recommendations!**
5. **The New Jersey Cares Update** –
 - a. Work completed-On Saturday, October 12, 2013 they painted the Elementary Vice principal's Office and Teachers' Room. **On January 11, 2013, weather permitting, new playground equipment will be installed by New Jersey Cares at MES.**
 - b. Work to be done- Deliver and assemble chairs for the faculty room, furnish and install fence in front of the culvert, painting game lines on the blacktop including a large US map, 4 square, and hopscotch and basketball keys, painting the warrior head logo on the brick wall outside the stairs that lead to the girls locker room. Painting designs will be pre-approved by the District prior to any work being done.
6. **Status of Door ROD Grant and Other ROD Grants** – *See New Business Item #3*
7. **Softball Field Issue:** Attached letter from Mr. Carrea sent to homeowner explaining declination of coverage by the Board's Insurance Carriers
8. **Tree Removal, Re-grading and Fencing Costs**
 - a) With the decision not to take the tree down by the Board office alternative solutions to the flooding issue need to be developed.

9. **Second amendment to the MATRIXNEWORLD contract** – regarding the Athletic Complex Project has not been approved to date: \$21,000.00 (Bid Phase \$4,000.00, Limited Construction Support Services \$14,500.00, Estimated Direct Expenses \$2,500.00)- Approval of this project is on hold until project approval is received from the State.
10. **Systems 3000 Automated Employee Portal-** Mandatory direct deposits for all employees P.L. 2013 Chapter 28, is effective 7/14/14
 - a. The initial set-up will cost approximately \$3000.
 - b. There will be an annual cost of \$8.95 per employee for 24 paystubs and 1 W-2.

Mr. Carrea recommends that the Board approve the Systems 3000 proposal

New Business

1. **RFQ for Auditing Services-** Mr. Robert Allison, partner with Holman/Frenia/Allison, PC presented his firm's qualifications for Auditing Services for the 2013-2014 school year. Mr. Allison elaborated on the firm's extensive experience in serving over 60 school districts in the State. His Firm also provides many other services to Boards of Education eg Financial Advisor. The District currently employs the firm of Holman/Frenia/Allison, PC in this capacity. Earlier this year The Firm advised/assisted the District in obtaining CDL and ROD Grant funding. The Committee had a lengthy Q&A discussion with Mr. Allison. Following the meeting with Mr. Allison the Committee discussed placing a motion on the agenda for the 12.19.13 Regular Public Meeting appointing Holman et al as Board Auditors. Upon request both Mrs LaPrete and Mr.Carrea spoke about their favorable experiences with Mr. Allison's firm in their former school districts. **Afterwards all present unanimously agreed to place an appropriate motion on the 12.19.13 Board Regular Public Meeting agenda approving the firm of Holman/Frenia/Allison, PC as Board Auditor.**
2. **Request from Borough of Manasquan Planning Board-** for reimbursement in the amount of **\$4785.75** for professional services rendered by their Attorney and Engineer with respect to the proposed Warrior Athletic Field project. **After some discussion the Committee agreed that Mr. Carrea should send a letter to the Manasquan Planning Board asking for an exemption/waiver of these costs on behalf of the Board.**
3. **Status of Door ROD Grant and other ROD Grants-** The Committee discussed the Preliminary Eligible Costs (PEC) determination received from the State on December 5, 2013 for **eight** of the **11** ROD Grant Applications submitted this past summer. Total project cost approved totaled \$3,860,462 with the state share and local share totaling \$1,544,185 and \$ 2,316,277 respectively. Final Eligible Costs (FEC) grant approvals should be received from the State on or about January 5, 2014. For a detailed summary of the ROD Grant submissions and DOE responses Mr. Carrea distributed the attached letter dated December 17, 2013 from Ted Hopkins, Board Architect. Mr. Carrea also reviewed with the Committee possible funding sources for the local share of these projects. Further discussion on this subject will take place at the next finance Committee Meeting.

4. **Business Administrator Vacancy-** Mr. Shelton led the discussion of the December 5, 2013 BA Search Committee Meeting/ interview of three (3) candidates for this position. Further discussion /action will be undertaken by the new Board after the January Re-organization meeting.
5. **2014-2015 Budget Calendar- Revised 12.6.13-** Mr. Carrea discussed the attached revised calendar. The District is still awaiting the official budget calendar from the State.
6. **Request for 4 Automatic External Defibrillators (AED's)-** Mrs. Renae spoke in support of purchasing four AEDs from Team Life, Inc. Colts Neck, NJ 07722 at a total cost of \$5700 (\$1425 each). All present unanimously agreed to place this purchase on the 12.19.13 agenda.
7. **Monthly Reports-** were distributed to the Committee. Attached is the budget transfer report for the month of November which was inadvertently omitted.
8. **Other Items for discussion pertaining to this Committee**

THE FOLLOWING PROPOSED RESOLUTIONS FOR December 19, 2013 AGENDA –Were Unanimously recommended

1. **Recommend approval to accept the Audit and CAFR Reports** of the Financial Records of the Manasquan School District for the period ended June 30, 2013 as presented by Robert A. Hulsart of Robert A Hulsart and Company
2. **Recommend acceptance of a quote for Security system upgrades** in the amount of \$11,581.92 for a two-way radio system as submitted by PMC Associates, Hazlet, N.J. under State contract # 83926.
3. **Recommend approval to accept the Demographic Study** dated December 7, 2013 as prepared and submitted by Whitehall Associates, Inc. The enrollment projections are through the 2018-2019 school year.
4. **Recommend approval of the following Central Office Staff Members to perform clerical responsibilities** at public Board Meetings for the 2013-14 SY at a stipend of \$30.00/Hour:
Sandra Freeman and Andrea Mahon
5. **Recommend the firm of Holman /Frenia/Allison, PC as Board Auditors** for the 2014/2015 school year audit
6. **Recommend approval of a quote to purchase four Automatic External Defibrillators (AED)** from Team Life, Inc Colts Neck, NJ 07722 at a total cost \$5700 (\$1425 each)

Minutes
BUILDINGS AND GROUNDS COMMITTEE MEETING
December 17, 2013 @ 6:30-7:00 PM

Committee Members Present: Michael Shelton, Jack Campbell, Michael Forrester, also Board Member Ken Clayton and Board Members Elect Heather Garrett-Muly and Fred Sorino

Absent: Tom Bauer, Chairperson, Pat Walsh (A)

Administrators: Renae LaPrete, Dominic Carrea, Bernie Bigley

Old Business:

1. **The RFP for Janitorial and Grounds** – Further discussion postponed until after the new Board re-organizes in January, 2014
2. **Softball Field Issue:** Attached letter sent to homeowner explaining declination of coverage by Board Insurance Cos.
3. **Mosquito Commission Agreement**
 - a) Written request and repeated phone calls made to the County to complete creek cleanup work between MES and the storage building. **The county recently informed us that the district is no longer on their list for any additional creek work due to the environmental cleanup by the state regarding the Rt. 35 Swan Dry Cleaner contamination.**
 - b) Removal of vegetation along the fence is ongoing but the field is clearly visible from the fence now.
4. **Tree Removal, Re-grading and Fencing Costs**
 - a) With the decision not to take the tree down by the Board Office alternative solutions to the flooding issue need to be developed.
5. **Tennis Courts:**
 - a) The courts were power washed this year. Resurfacing of the courts will be scheduled in June with All Star Tennis at a cost of \$23K. The cost of this project will be shared with the town.
6. **MES Fencing/Installation -**
 - a. The fence by the garden plots will be replaced and funded by the PTO.
 - b. The fence in front of the culvert will be replaced by New Jersey Cares at no cost to the district **on January 11, 2014 weather permitting.**

7. **The New Jersey Cares-**

- a. Work completed- On Saturday October 12, 2013 they painted the Elementary Vice Principal's Office and Teachers Room. **On January 11, 2014 new playground equipment will be installed by New Jersey Cares, weather permitting.**
- b. Work to be done at MES - Deliver and assemble chairs for faculty room, furnish and installation of the fence described above in 8b, painting game lines on the blacktop, including a large US map, 4 square, and hopscotch and basketball keys, painting the warrior head logo on the brick wall outside the stairs that lead to the girls locker room. Painting designs will be pre-approved by the District prior to any work being done.

8. **Matrix New World Contract-** second amendment to contract regarding HS Athletic Field Complex not approved to date: \$21,000 (Bid phase-\$4000., Limited construction support services-\$14,500, Estimated Direct expenses-\$2500)

Approval of this amendment is on hold until project approval is received from the State.

New Business:

1. **Status of HS Door ROD Grant and other ROD Grants-** The Committee discussed the Preliminary Eligible Costs (PEC) determination received from the State on December 5, 2013 for eight(8) of the eleven (11) ROD grant applications submitted this past summer. The HS Door ROD grant was one of the three (3) ROD grant applications **not** approved to date. The total project cost approved totaled \$3,860,462 with the state share and local share totaling \$1,544,185 and \$2,316,277 respectively. Final Eligible Costs (FEC) grant approvals should be received from the State on or about January 5, 2014. For a detailed summary of the ROD Grant submissions and DOE responses Mr. Carrea distributed the attached letter dated December 17, 2013 from Ted Hopkins, Board Architect. Mr. Carrea asked Mr. Hopkins to validate the total project cost estimates for each of the projects as soon as possible. Mr. Carrea also reviewed with the Committee possible funding sources for the local share of these projects. Further discussion on this subject will take place at the next Committee meeting.
2. **Other matters pertaining to this committee-**None

PROPOSED RESOLUTIONS- were unanimously recommended for the December 19, 2013 AGENDA-

1. **Recommend acceptance of a quote for security system upgrades** in the amount of \$11,581.92 for a two-way radio system as submitted by PMC Associates, Hazlet, NJ under State Contract #83926