

BOARD OF EDUCATION
Borough of Manasquan

The Regular Public Meeting of the Manasquan Board of Education was held in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, June 24, 2014.

The President, Mr. Pellegrino, called the meeting to order at 7:00 p.m. and read the Opening Statement.

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. Pellegrino requested that everyone join in the Pledge of Allegiance.

2. Pledge of Allegiance

3. Roll Call

<i>Donna Bossone</i>	<i>Michael Forrester (SLH)</i>	<i>Alfred Sorino</i>
<i>Jack Campbell - absent</i>	<i>Mark Furey (Belmar)</i>	<i>Tedd Vitale (Brielle)</i>
<i>Kenneth Clayton</i>	<i>Heather Garrett-Muly</i>	<i>James Walsh</i>
<i>Linda DiPalma</i>	<i>Thomas Pellegrino</i>	<i>Patricia Walsh</i>

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

4. 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

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then placed on the agenda at the next Committee of the Whole meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After the Committee of the Whole approves the matter, it is placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

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

Motion was made by Mrs. Garrett-Muly, seconded by Mr. Walsh, to accept and approve the minutes as specified in Motion #6.

Roll Call Vote: Ayes (10); Nays (0); Abstain (1) – Mr. Forrester; Absent (1) – Mr. Campbell
MOTION CARRIED

Call to Order

Pledge of Allegiance

Roll Call

Mission Statement

Statement to The Public

Acceptance of Minutes

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Regular Open Business Meeting and Closed Executive Session of May 27, 2014. Closed Executive 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

Mr. Pellegrino turned the meeting over to Ms. LaPrete.

Presentations

Ms. LaPrete congratulated the Elementary Student of the Month for May – Marilyn Shaughnessy. Ms. LaPrete said that last September the student and teacher of the month programs were instituted and she hopes that this practice continues next year.

Student of the Month

Ms. LaPrete recognized and congratulated the following staff members on their retirement: Nancy Barrett with 24 years of service, Barbara Clarke with 23 years of service and Mary VanWickle with 31 years of service.

Retirement Recognition

Ms. LaPrete recognized and congratulated the following staff members for being selected as Support Staff Employees of the Year, an honor that is being introduced this year by the Superintendents' Roundtable, with the recipient being selected by the faculty and administration of the elementary school and high school: Donna White from the elementary school and Cathleen Alechko from the high school.

Support Staff of the Year

Ms. LaPrete also recognized and congratulated Cathy Alechko on her retirement after being employed in the district for eleven years. She said that Cathy is loved by both the students and faculty at the high school and will be sorely missed.

7. Presentations

- **Elementary Student of the Month for May – Marilyn Shaughnessy**
- **Retirees**
 - Nancy Barrett
 - Barbara Clarke
 - Mary VanWickle
- **Support Staff Employee of the Year**
 - Madonna White – Elementary School
 - Cathleen Alechko – High School

Ms. LaPrete reported on the Enrollment, Attendance Comparison, Fire Drill Reports Suspensions and Tardy Reports, as specified in Documents A and B. She also reported on the Harassment, Intimidation and Bullying report, as specified in Document C.

Superintendent Report

8. Superintendent's Report & Information Items

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

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

Enrollment Document A Attendance, Fire Drill Reports, Suspension, Tardy Reports Document B

HIB Report Document C

Mr. Pellegrino asked for a motion to accept the Superintendent's Report.

Acceptance of Superintendent Report

Motion was made by Mrs. Walsh, seconded by Mrs. Bossone, to accept the Superintendent's Report, as specified in Item #8.

Discussion: None

Roll Call Vote: Ayes (11); Nays (0); Absent (1) – Mr. Campbell

MOTION CARRIED

Mr. Pellegrino thanked Joyce Pegler for her service as the Student Board Representative and wishes her well. Ms. Pegler was not in attendance.

9. Student Board Representative Report – Joyce Pegler

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

10. 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. 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.

Michelle LaSala, 44 Parker Avenue, Manasquan, distributed and discussed correspondence she received from Julia Carroll, CDL Project Manager at Hagerty Consulting Inc., in response to her concerns about the district's use of CDL funds. She referred to a statement in Ms. Carroll's correspondence that indicates that the use of the CDL loan is to replace revenues lost due to the disaster and not to fund capital projects or debt service. Mrs. LaSala said that she disagrees with the board's use of the CDL money.

Mr. Carrea explained that the \$400,000 being put into Capital Reserve by way of a motion this evening is the unexpended Capital Outlay and has nothing to do with the CDL funds. He said the CDL loan was not used to fund the Capital Outlay portion of the budget.

Mr. Carrea said at the time of application the loan was applied for to deal with loss of rateables in the town and the monies that are unused are not FEMA/CDL monies but are actually budgeted monies. He said the Board has two choices, putting \$400,000 into capital reserve by the end of June or let this money flow into excess surplus. He explained that letting the money flow into excess surplus, above the 2-percent, legally that money will have to be used to offset taxes in the 2015-16 school year.

Ms. LaSala asked if any direct contact has been made with Ms. Carroll or anyone from FEMA to seek clarity on what has been done so far. Mr. Carrea said he spoke with someone at the state when he applied for year two of the loan and they had no problem with the plan for spending the money. He said that the only way he believed the district would have to pay back any money is if there was surplus, not capital outlay surplus, but surplus in the regular operating budget.

Kathy Crane, N. Main Street, Manasquan, asked for an update on addressing the matter of softballs entering neighbors' yards from the varsity softball field. Mr. Pellegrino said that he, Mr. Bigley, Mr. Carrea, Mr. Kornegay and the softball coach met at the field and shared some options on addressing this problem. Mr. Carrea said that this will be addressed during the summer and prior to the softball season.

Mr. Pellegrino closed the public comment portion of the meeting.

Mr. Pellegrino asked for a motion to approve Manasquan #11 through #41. Mr. Walsh asked if Item #21 could have a separate vote. Mr. Pellegrino asked for a motion to approve Manasquan Motions #11 through #20.

Motion was made by Mr. Walsh, seconded by Mr. Walsh, to approve Manasquan Items #11 through #20.

Discussion: None

Roll Call Vote: Ayes (8); Nays (0); Absent (1) – Mr. Campbell MOTION CARRIED

General Items

11. **Recommend** approval of the 2nd Reading of the following policies as per **Document D:**
 - **0143** – Board Member Election and Appointment
 - **1581** – Victim of Domestic or Sexual Violence Leave
 - **3230** – Outside Activities
 - **4230** – Outside Activities
 - **6511** – Direct Deposit

12. **Recommend** approval of the 1st Reading of the following policies as per **Document E:**
 - **7522** – School District Provided Technology Devices to Staff Members
 - **7523** – School District Provided Technology Devices to Pupils

13. **Recommend** approval to apply for the Ocean First Foundation Model Classroom Grant for the 2014-2015 SY.

14. **Recommend** approval to apply for funds for the 2014 FY for the IDEA allocation in the amounts of \$7,149.00 for the Preschool Grant and \$302,984.00 for the Basic Grant (\$293,242.00 public share and \$9,742.00 non-public share).

15. **Recommend** approval to carry over IDEA Basic Grant funds from the 2012-2013 SY in the amount of \$216.00.

16. **Recommend** approval to purchase 8 Dell Optiplex desktop computers for Manasquan Elementary School from Dell Computer at a total cost of \$6903.28, NJ State Contract #70256-WSCA/NASPO. (2014-2015 Budget Year)

17. **Recommend** approval of the mandatory direct deposit for all contracted employees with the exception of substitutes, coaches and extra-curricular stipends in accordance with Policy #6511 – Direct Deposit.

18. **Recommend** approval to renew the agreements with the Middlesex Regional Educational Services Commission for the following services for the 2014-2015 SY: Nonpublic School Individuals with Disabilities Education Act – B Initiative; Nonpublic School Technology Initiative Program; Nonpublic Nursing Services; Nonpublic Public Law 1977 Chapters 192-193; and the Cooperative Pricing System.

19. **Recommend** approval of the following Central Office Staff Members to perform clerical responsibilities at Public Board of Education Meetings for the 2014-2015 SY at a stipend of \$30.00/ hour:

Sandra Freeman

Andrea Mahon

*Manasquan
Motions –
Items #11 - #20*

*2nd Reading
Policies
Document D*

*1st Reading
Policies
Document E*

*Ocean First
Foundation
Model
Classroom
Grant*

*2014FY IDEA
Grant
Application*

*2012-13SY
IDEA Basic
Grant Carry
over*

*E.S. Dell
Computer
Purchase*

*Mandatory
Direct Deposit
Policy #6511*

*Agreement
Renewals with
MRESC*

*Clerical Duties
Stipend*

- 20. Recommend** approval of the School Age Child Care (SACC) Program under the auspices of the Monmouth-Ocean Educational Services Commission for the 2014-2015 school year, as per **Document F**.

Mr. Pellegrino asked for a motion to approve Item #21.

Motion was made by Mrs. Garrett-Muly, seconded by Mr. Walsh, to approve Manasquan Item #21. Discussion: Mr. Walsh asked if it is possible to have someone from FEMA give their interpretation on where the district is at this time. Mr. Carrea explained that the \$400,000 is unexpended capital outlay budget money and the Board would have to designate the money for the specific reserve account or it would roll into excess surplus above the 2% which means that it will legally assigned for tax relief in the 2015-16 school year. He said that once the funds are placed in the Capital Reserve the funds could only be used for Capital Projects.

Mr. Carrea said that in the 2015-16 school year the district could put money into a “sinking fund account” for possible payback of the CDL Loan. He said that FEMA will audit at the end of the three years to determine payback and the district will initially have five years with an extension of another five years for payback of the loan at a rate of 1.375%. He said that FEMA called and asked why the district has not spent the \$72,000 balance. Mr. Walsh would like someone from FEMA to come and speak to the Board and administration.

Roll Call Vote: Ayes (6); Nays (1) – Mr. Walsh; Abstain (1) – Mrs. Walsh; Absent (1) – Mr. Campbell

MOTION CARRIED

- 21. Recommend** approval for the Manasquan Board of Education to deposit current year surplus in Capital Reserve at year end not to exceed \$400,000.

Mr. Pellegrino asked for a motion to approve Manasquan Items #22 - #41.

Motion was made by Mrs. DiPalma, seconded by Mr. Walsh, to approve Manasquan Items #22 through #41.

Discussion: None

Roll Call Vote: Ayes (8); Nays (0); Absent (1) – Mr. Campbell

MOTION CARRIED

- 22. Recommend** approval for the Manasquan Board of Education to deposit current year surplus in Tuition Reserve not to exceed \$100,000.

- 23. Recommend** approval of the Broker Services Agreement with Brown & Brown Benefit Advisors, Inc., for the 2014-2015 school year. This agreement was reviewed and approved by the Board Attorney. The reappointment of Brown & Brown Benefit Advisors, Inc., as the Health Insurance Broker of Record at a fixed flat commission fee of \$50,000, was previously approved by the Board on April 29, 2014.

- 24. Recommend** approval of the following resolution in support of the Borough of Manasquan’s SRTS Grant Application:

WHEREAS, the Borough Council of the Borough of Manasquan is submitting an application to the New Jersey Department of Transportation Fiscal Year 2014 Safe Routes to School (SRTS) program for the Pedestrian Sidewalk Improvements project; and

WHEREAS, the Borough is proposing to make sidewalk, curb, ADA accessibility and crosswalk improvements along walking routes to school that are in need of repair and attention; and

School Age
Child Care
Program
Document F

Manasquan
Motion – Item
#21

Capital Reserve
Deposit

Manasquan
Motions –
Items #22 - #41

Tuition Reserve
Deposit

2014-2015
Broker Services
Agreement –
Brown &
Brown Benefit
Advisors

2014 Safe
Routes to
School (SRTS)
Grant
Resolution

WHEREAS, the proposed project will result in a safer walking and biking environment for students of Manasquan Elementary School, which is expected to positively impact the health of students and decrease air pollution in the community; and

WHEREAS, the Superintendent and the Manasquan Board of Education fully support all initiatives to encourage students, particularly those of Manasquan Elementary School, to walk and bike to school; and

NOW, THEREFORE, BE IT RESOLVED, the Superintendent and the Manasquan Board of Education fully support the Borough’s project and grant application identified as SRS-2014-Pedestrian Sidewalk Improvements-00130 to the New Jersey Department of Transportation.

2014 Safe Routes to School (SRTS) Grant Resolution

25. Resolution: to appoint the following persons to positions specified for the period beginning July 1, 2014 and ending at the next organization meeting of the Manasquan Board of Education:

District Appointments

- Public Agency Compliance Officer (P.A.C.O): Lynn Coates
- Right to Know Officer: Lynn Coates
- District Purchasing Agent & State Contract Purchasing Agent: Lynn Coates
- Custodian of Government Records & Public Access to Records: Lynn Coates
- Personnel Records: Frank Kasyan
- AHERA Coordinator & Asbestos Management Officers to work with Environmental Connection: Lynn Coates & Bernard F. Bigley
- Indoor Air Quality designated district persons to work with Michael McGuiness of RK Occupational & Environment Analysis Inc.: Lynn Coates & Bernard F. Bigley
- PEOSHA designated district person: Lynn Coates
- Americans With Disabilities designated district person: Lynn Coates
- Child Nutrition/Wellness designated district person: Lynn Coates
- Treasurer of School Monies: Joanne S.Madden
\$4,500
2013-14SY
\$4,500
2014-15SY
- Affirmative Action Officer for Contracts: Lynn Coates
- Safety & Health designated district persons: Lynn Coates & Bernard F. Bigley

26. Resolution: To determine that there exists a need for Extraordinary Unspecifiable Professional Services of an Asbestos Consultant, an Indoor Air Quality Consultant, a Safety Inspector/Repair Consultant, Integrated Pest Management Contractor and Cooperative Bidding Services and funds are available for such purposes and these services are of such a nature that they cannot be bid and therefore, engage the following as specified until the next reorganization meeting:

Extraordinary Unspecifiable Professional Services

- Environmental Connection, as AHERA consultants, at a cost for an AHERA Six Month Inspection of the facilities at \$600.00 per inspection and the cost of \$65.00 per hour for monitoring and surveillance of asbestos. Rates for other services will be agreed upon before projects are undertaken.
- HMC Inc., 1214 Rue Avenue, Point Pleasant, NJ, to provide identified Worker and Community Right to Know Act and Hazard Communication Standard services at

all applicable locations for the Manasquan Board of Education for the 2014-2015 SY, in the amount of \$3,250.00.

- RK Occupational & Environmental Analysis, Inc., Mr. Michael McGuinness, designated person, at a rate agreed upon before projects are undertaken for IAQ services.
- Corby Associates, Inc., Mr. Michael J. Corby, C.P.S.I., designated person, at a rate agreed upon before projects are undertaken for inspection/repair of bleachers, gym and playground equipment.
- Allison Pest Control, designated Integrated Pest Management contractors, at a rate agreed upon before projects are undertaken for IPM.
- Educational Data Services, Inc., cooperative bidding service, at a rate of \$3,290.00.
- Alliance for Competitive Telecommunications (ACT), cooperative purchasing of telecommunications services.
- Alliance for Competitive Energy Services (ACES), cooperative purchasing of natural gas and electric services.
- E-Rate Partners, E-Rate consulting services, at a rate of \$2,600.00.
- Hytec Telephone – Partner Program \$10,788.00.
- Strauss Esmay Associates, LLP, School Policy & Regulation Consultants \$4,435.00.

27. Resolution: To designate the persons authorized to sign checks, make transfers and make withdrawals as well as holders of petty cash funds in accordance with Document G until the next organization meeting of the Board of Education.

28. Resolution: To approve establishing bid threshold and authorizing certain action by the Business Administrator/Qualified Purchasing Agent, in accordance with Document H until the next organization meeting of the Board of Education.

29. Resolution: To authorize the Business Administrator/Board Secretary to procure goods and services through state agency (state contracts) until the next organization meeting of the Board of Education, as per Document I.

30. Resolution: To designate the Business Administrator/Board Secretary as the School Funds Investor until the next organization meeting of the Board of Education.

31. Resolution: To authorize the Superintendent and the Business Administrator/Board Secretary to implement the budget pursuant to local and state policies until the next organization meeting of the Board of Education.

32. Resolution: To authorize the Business Administrator/Board Secretary to pay bills prior to Board of Education approval until the next organization meeting of the Board of Education.

33. Resolution: To approve the Superintendent or designee to authorize line item transfers until the next organization meeting of the Board of Education.

34. Resolution: To appoint the Superintendent as the Board's representative to the Monmouth-Ocean Educational Services Commission Representative Assembly until the next organization meeting of the Board of Education.

*Extraordinary
Unspecifiable
Professional
Services
(continued)*

*Authorization
to Sign Check,
Transfers,
Petty Cash
Document G*

*Bid Threshold/
BA/QPA Action
Document H*

*Procurement of
Goods/Services
State Contracts
Document I*

*School Funds
Investor*

*Implementing
of Budget*

*Payment of
Bills prior to
Bd. Approval*

*Line Item
Transfers*

*Board
Representative
to M-OESC*

- 35. Resolution:** To authorize the following persons to apply for state and federal funds until the next organization meeting of the Board of Education:

Frank Kaysan, Superintendent, for all available funds
 Lynn Coates, Business Administrator, for all available funds
 Donald Bramley, High School Assistance Principal, for NCLB Grants
 Margaret Polak, Supervisor of Special Services, for IDEA Grants
 Rick Coppola, High School Principal, for Carl D. Perkins Grant.

- 36. Resolution:** To designate the Superintendent and School Business Administrator/Board Secretary as the primary contact person(s) to the Board appointed attorneys and to authorize the Superintendent and School Business Administrator as the person(s) solely responsible to give the authority to other district employees to contact the Board appointed attorneys with regard to warranted matters until the next organization meeting of the Board of Education.

- 37.** Recommend approval of the 2014 extended school year list as per **Document J.**

- 38.** Recommend approval to accept two (2) Sea Girt students into the Manasquan Elementary Extended School Year; 1 – K-4 student at a tuition rate of \$455.00 and 1 – 5-8 student at a tuition rate of \$575.00.

Personnel / Athletics

- 39. Recommend** approval of the Elementary School personnel as per **Document K.**

Professional Days

- 40. 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>
June 6, 2014	Andrea Trischitta	Oceanport Middle School	Gifted & Talented Consortium	Yes	None

Student Action

Field Trips

No field trips to be approved at this time:

Placement of Students on Home Instruction

No placements at this time.

- 41. Secretary's Report**

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

The Business Administrator/Board Secretary certifies that as of **May 30, 2014** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Be it Resolved; that the amount of district taxes, including debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,602,067.70** 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.

State & Federal Funds Applicants

Primary Contact Persons to Board Attorneys

2014 Extended School Year Document J

Extended School Year Tuition Students

E.S. Personnel Document K

E.S. Professional Days

E.S. Field Trips

E.S. Home Instruction

Financial Reports

Secretary's Certification

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 **May 30, 2014** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

Recommend acceptance of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **May 30, 2014** per **Document L**. (The Treasurer of School Moneys Report for the month of **May 2014** is on file in the Business Office and is in balance with the Secretary's Report).

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 **May 30, 2014** 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 **May and June** as recommended by the Superintendent of Schools, as per **Document L**.

Recommend **acceptance** of the **Elementary School Central Funds Report** for the month ending **May 30, 2014** as per **Document M**.

Purchase Orders for the month of **June 2014** be approved, as per **Document N**.

Recommend **acceptance** of the **Cafeteria Report** as per **Document O**.

Be It Resolved: that the **Bills (Current Expense)** in the amount of **\$2,390,004.75** for the month of **June 2014** be approved. Records of, checks (**#34575- #34704**) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for **May 2014** at **\$2,328,818.53** and checks (**#34456-#34574**).

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Items #42 through #68.

Motion was made by Mrs. Bossonne, seconded by Mr. Sorino, to approve Manasquan/Sending District Items #42 through #68.

Discussion: None

Roll Call Vote: Ayes (11); Nays (0); Abstain – Mrs. Garrett-Muly - Item #62 voted "yes" with an abstention on Richard Read; Absent (1) – Mr. Campbell **MOTION CARRIED**

General Items

42. Recommend approval of the revision of the 2014 – 2015 School Year Calendar as per **Document 1**.

43. Recommend approval of the Waiver Application to the Department of Education to modify the length and number of tenured observations for the 2014-2015 SY.

44. Recommend approval to apply for the Ocean First Foundation Model Classroom Grant for the 2014-2015 SY.

Acceptance of Secretary's Certification

Secretary's Financial & Investment Report Document L

Budget Certification Document L

E. S. Central Funds Report Document M

Purchase Orders Document N

Cafeteria Report – Doc.O

Bills

Confirmation of Bills

Manasquan/Sending District Motions Items #42 - #68

2014-2015 School Calendar Document 1

Waiver Application Tenured Observations

Ocean First Foundation Model Classroom Grant

45. **Recommend** approval to accept from the Warrior Cheer Club in the amount of \$2,400.00 to purchase new cheerleading uniforms.
46. **Recommend** approval of a quotation dated 5/30/14 from Varsity Spirit Fashion, Memphis, TN, in the amount of \$5,348.50, for twenty-five (25) new cheerleading uniforms.
47. **Recommend** approval of a quotation dated 6/11/14 from Garden State Apparel, Sayreville, NJ, in the amount of \$4,987.50 for thirty-five (35) new field hockey uniforms.
48. **Recommend** approval of the contract renewal for printing services with Centurion Printing, 761 Lexington Avenue, Kenilworth, NJ, in accordance with N.J.S.A. 18A:18A-42 . The terms and pricing of the renewal will remain the same as those of the contract awarded on June 25, 2013. (Bid of June 13, 2013)
49. **Recommend** approval of the acceptance of the New Jersey Schools Insurance Group’s MOCSSIF Sub fund 2014 Safety Grant, in the total entitlement amount of \$5,657.95. These funds will be used to offset the purchase of 14 wireless radios for the custodial staff and supplement the recently purchased two-way radio system upgrade and 16 radios to improve the overall safety and security of both school buildings and grounds.
50. **Recommend** approval of the Manasquan High School’s membership in the New Jersey State Interscholastic Athletic Associations (NJSIAA) and the payment of \$2,150.00 in dues for the 2014-2015 school year. (Chapter 172, Laws 1979-N.J.S.A. 18A:11-3, et. seq.)
51. **Recommend** approval to purchase instructional and administrative software titles, subscriptions and renewals as per **Document 2**. These purchases do not have an applicable State Contract and the purchase qualifies as exempt per 18A:18A-5(19).
52. **Recommend** approval to accept the 2013-2014 District Travel Expense Report in the amount of \$15,632.94.
53. **Recommend** approval of the list of cancelled checks for the General Account ES Central Fund, HS Central Fund and Salary Account, as per **Document 3**.
54. **Recommend** approval to purchase 38 Dell Optiplex desktop computers for Manasquan High School from Dell Computer at a total cost of \$32,790.58, NJ State Contract #70256-WSCA/NASPO. (2014-2015 Budget Year)
55. **Recommend** approval to participate in the Digital Readiness for Learning & Assessment Project (DRLAP) Broadband Purchasing Cooperative RFP process, administered by the Middlesex Regional Educational Services Commission (MRESC).
56. **Recommend** approval for 2014-2015 technology supplies and services purchases from CDW-G through MRESC Bid #13/14-04 (Technology Supplies and Services Bid) and technology office supplies/toner from W.B. Mason through MRESC Bid #12/13-45 (Office Supply Bid). NJ State Approved Co-Op #65MCESCCPS.
57. **Recommend** approval that the Manasquan School District enter into a one (1) year lease agreement with Wall Sports Arena in Wall for the 2014-2015 SY subject to board approval by the attorney to review the contract, rate to be determined.
58. **Recommend** approval of Kate Dibble as a Guidance Intern for the 2014-2015 SY.

Warrior Cheer Club Donation

Cheerleading Uniforms

Field Hockey Uniforms

2014-15SY Centurion Printing Contract Renewal

NJSIG/MOCSSIF Safety Grant

2014-2015 NJSIAA Membership

Software titles/ Subscriptions/ Renewals Document 2

2013-14 District Travel Expense Report

Cancelled Checks Document 3

H.S. Computer Purchase

DRLAP Broadband Purchasing Cooperative (MRESC)

2014-2015 Technology Supplies and Services Purchases

Wall Sports Arena Rental 2014-2015SY

Kate Dibble Guidance Intern

59. Recommend approval for the participation in the Monmouth County Arts High School and Middle School Program for the 2014-2015 SY at no cost to the district.

60. Recommend approval to create a new position in the Board of Education Office for the 2014-2015 SY:

- Technology Communications Assistant – SEC.BO.TECH.NA.18

61. Recommend approval of the Technology Communications Assistant Job Description as per **Document 4**.

Personnel / Athletics

62. Recommend approval of the High School personnel as per **Document 5**.

Professional Days

63. 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>
TBD	James Walsh	Jackson	Mandated Board Member Training	No	\$11.89 mileage
June 16, 2014	Ashley Campbell, Tom McGill, Jim Dowd, John Menafra, Rob Hoffman, Colin Eldrige	Robbinsville	Mandatory Coaching Course	No	\$75 each registration
2013-2014 SY	Kevin Hyland		To be reimbursed .31 per mile for job related duties		Not to exceed \$300.00
2013-2014 SY	Pam Cosse		To be reimbursed .31 per mile for job related duties		Not to exceed \$300.00
2013-2014 SY	Robert Kehoe		To be reimbursed .31 per mile for job related duties		Not to exceed \$300.00
July 9 & 10, 2014	Chryseis Apostolou	Raritan Valley Community College	Training for StarLab	No	\$75 registration \$36 mileage

Student Action

Field Trips

64. 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>
June 12 – 15, 2014	Kris Buss, Joseph LaCarrubba	Surf Team	Dana Point, California	Surf Team Competition	Yes	\$1,350 chaperone fees	Surf Team Parents Group Organization

2014-15SY
Monmouth
County Arts
H.S./M.S.
Program

Technology
Comm.
Assistant

Technology
Comm.
Assistant Job
Description
Document 4

H.S. Personnel
Document 5

H.S.
Professional
Days

H.S. Field Trips

Placement of Students on Home Instruction

65. **Recommend** that the following student(s) be placed on home instruction, as recommended by the Child Study Team:
- | | | |
|---------|----------|---|
| #151180 | Grade 11 | May 27, 2014 – June 23, 2014 (Medical) |
| #151964 | Grade 11 | May 5, 2014 – May 15, 2014 (Suspension) |
| #1991 | Grade 9 | May 23, 2014 – TBD (Medical) |
| #171884 | Grade 9 | June 24, 2014 – July 30, 2014 (Medical) |

Placement of Students Out of District

66. Recommend approval of the Child Study Team out of district placements for the 2014 extended school year as per **Document 6.**
67. **Recommend** approval of the Child Study Team out of district placements for the 2014-2015 SY as per **Document 7.**

Financials

68. **Recommend acceptance** of the following **High School Central Funds Report** for the month ending **May 30, 2014 as per Document 8.**

Mr. Pellegrino opened the second Public Forum for agenda and non-agenda items.

69. Public Forum

Katherine Verdi, 6 McGreevey Drive, Manasquan, asked how the Board comprised the Random Drug Testing Committee. Mr. Pellegrino explained the process used for notification of the formation of the committee and the selection of committee members. Ms. Verdi said she was horrified that the Board did not include students and health professionals on the committee. She questioned Chris Steffner’s presence on the committee instead of health professionals. She asked that Ms. Steffner’s credentials be made public. She said there is a need to hear from the students. Mr. Pellegrino said a public forum will be held after the second or third committee meeting upon the recommendation of the committee chair. He said it was a very positive meeting.

Mrs. Bossone asked if health care professionals could be invited to the Random Drug Testing committee meeting. Mr. Pellegrino suggested she address her questions to the chair, Mr. Apostolou.

Grace Roberts, Lebanon Drive, Brielle, thanked Mrs. Garrett-Muly for making an effort to get vendors to stop e-mailing Board Members directly. She said that it is vital to hear from the students who have gone through the process. She said that all of the Board Members on the committee have in the past publically supported Random Student Drug Testing and asked for a more balanced committee. She questioned the presence of Board Members on the committee. Mrs. Bossone said that she has completely neutralized her opinion on the Random Drug Testing and comes to this committee to listen and learn.

Ms. Roberts commented that Chris Steffner is a paid promoter of Random Student Drug Testing and is not a researcher. She believes that Ms. Steffner is not presenting a neutral opinion in addition to not being a member of the community. Mrs. Bossone supported Ms. Steffner’s presence on the committee as a good source of information on how to conduct a RSDT program. Ms. Roberts said that having Ms. Steffner and four board members who have supported RSDT compromises the integrity of the committee.

Ms. LaPrete said the committee felt strongly about holding a public forum and she agrees there needs to be a balance. She did reach out to Dr. Romer from the University of Philadelphia and he was not able to attend the meeting. She felt the meeting was positive and wishes the committee well in reaching a compromise and decision.

H.S. Home Instruction

Out of District Placement -ESY Document 6

2014-15 Out of District Placements Document 7

H.S. Central Funds Report Document 8

Public Forum

Jeanne Petillo, 78 Morris Avenue, Manasquan, wished Ms. LaPrete and Mr. Carrea well as they leave the district. She spoke on the process and procedures of the Board of Education, the lack of transparency and lack of accountability to the public. She said that the committee needs speakers not opinionated discussion from a superintendent who has RDT in her district. She would like to ask Mr. Apostolou to remove Ms. Steffner from the committee along with the four Board Members as their volunteer service is not needed during the due process and fair discussion stages. Ms. Petillo asked for clarification of a vote taking place in closed session under attorney client privilege not to investigate allegations of the prior Board leadership. Mr. Pellegrino said that there was a consensus of the Board not to move forward and no vote was taken by the Board in closed session.

Mr. Walsh said that he agrees that Ms. Steffner should be a speaker but not on the committee.

Donna Ruggiero, Long Avenue, Manasquan, said that Ms. Steffner should not be on the committee and it should be formed with local people and local professionals.

Michelle LaSala, 44 Parker Avenue, Manasquan, said that having four Board Members on the committee is a valid concern. She understands having the Board President serve being prudent, but the other seats should be filled with community members. She referred to a document provided to the Board in their packets relating to the field presentation of June 19, 2012. She referred the comment made last week by Mr. Campbell that the field could not be turfed in its current location and referred to Option B in the June 19th presentation that says the opposite. She felt that the addition of the new plan presented by Mr. Campbell at last week's meeting was inappropriate and should not have taken place.

Jeanne Petillo, Morris Avenue, Manasquan, asked if an affidavit of destruction was provided by Sports Safe for the data base of students names they have in their possession. Mr. Gross said that this was not in their contract but this document will be obtained from them.

Michelle LaSala asked if Mr. Gross could explain why the discussion of looking into Board Members conduct with unauthorized directives that involved the use of public funds was held in closed session and not addressed in public. Mr. Gross replied that it involves district liability to a certain extent and fall under attorney client privilege.

Katherine Verdi, 6 McGreevey Drive, Manasquan, said that she feels it is imperative to have sending district members sit on the RSDT committee.

Jeanne Walsh, Cedar Avenue, Manasquan, asked how Chris Steffner was asked to be on the committee. Mr. Pellegrino said that it was suggested by Mr. Coppola that she could lend real life experience on the subject.

Dennis Roberts, 23 Lebanon Drive, Brielle, said he is grateful for the RDT committee and the forum. He said that there is no question that Ms. Steffner's position is positive for RDT. He agrees that Board Members should be on the committee but he was not aware that the opportunity was not offered to everyone. He said that there is a need for the other side of the opinion on RDT if Ms. Steffner continues on the committee.

Mrs. Garrett-Muly said her position is not with the Board Members who are serving on the committee but it is with the process used in the selection.

Donna Ruggiero, Long Avenue, Manasquan, said she has no distrust for the Board Members on the committee but she said that with the credentials and amount of distrust for Ms. Steffner it would be prudent to remove her from the committee.

Mr. Bartholomew, 121 Lake Avenue, Manasquan, has concerns with Ms. Steffner being on the committee. He feels she would be a wonderful resource if the Board planned to move ahead but she is not a good fit on the committee. He also has concerns with four Board Members being on the committee. He believes that Judge Apostolou was a great choice to head the committee and believes he will ensure that both sides of the argument are heard.

Mr. Pellegrino closed the second Public Forum.

70. Old Business/New Business

Under New Business – Mr. Pellegrino thanked Mr. Forrester for his service as the Sending District Representative from Spring Lake Heights. Mr. Forrester thanked the Board and said he enjoyed working with the Board and wished them the best of luck in the future.

Mr. Pellegrino thanked Mr. Carrea for his year of service as the Business Administrator.

Mr. Pellegrino thanked Ms. LaPrete for her year of service as the Superintendent of Schools.

Under Old Business – Mrs. Walsh referred to her reporting last month that she would not be completing her last term of office so the seat could be filled via public election. She said that after being informed by the Board of Elections that this could not be accomplished she has decided to continue until the end of her term because she believes the Board Members should be selected by the voters.

Ms. LaPrete thanked the members of the Board of Education for their vote of confidence during the past school year. She said she enjoyed her time at Manasquan even with the difficulties along the way because we worked as a team and came together as a unit with the kids as the priority. She appreciated the respect and loyalty given to her. She thanked the central administration office for going over and beyond their job descriptions. She thanked the administrators, her colleagues and the supervisors for being passionate administrators and doing what is best for the students. She wished Dr. Kasyan and Lynn Coates well in moving the district forward.

Mr. Carrea thanked the Board for giving him the opportunity to serve Manasquan. He said that he hoped he has made a difference and believes he did in some respect. He said that it was a pleasure to work with Ms. LaPrete. He agreed that the district does have a great central administration office staff and they helped tremendously with two interims. He thanked his business office staff and wished the Board well. He said that they are in good hands with Dr. Kasyan and Lynn Coates.

Mrs. Garrett-Muly asked to have a policy put into place that states that Board Members will not have direct contact with vendors or any professionals and all contact should go through the Superintendent and Business Administrator.

Mr. Pellegrino said the Board would not go into Executive Session and asked for a motion to adjourn.

71. 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 in, Manasquan, New Jersey, to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, the length of the Executive Session is estimated to be sixty (60) minutes after which the public meeting of the Board shall reconvene and proceed with business; and **WHEREAS**, that the Board hereby declares that its discussion of the following subject(s) will be made public at a time when the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

NOW, THEREFORE BE IT RESOLVED by the Manasquan Board of Education that the Board shall go into Executive Session to discuss the following items:

- ___ 1. Confidential Matters per Statute 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

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

72. Public Forum - *No comments*

Motion was made by Mr. Walsh, seconded by Mrs. Bossone, and approved by voice vote of all those present to adjourn the Regular Public Meeting at 8:55 p.m.

73. Adjournment

Motion to Adjourn

Respectfully submitted,

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

*Executive
Session
N/A*

*Public Forum
N/A*

Adjournment