

BOARD OF EDUCATION
Borough of Manasquan

The Combined Committee of the Whole and Regular Public Board of Education Meeting was held in the Manasquan High School Charles Raffetto Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, March 16, 2021.

The President, Mr. Cattani, called the meeting to order at 6:00 p.m. and read the Opening Statement.

1. Call to Order

Call to Order

2. 48- Hour Notice

Opening Statement: Pursuant to N.J.S.A. 10:4-10, notice of this meeting has been provided by publication in the Asbury Park Press, the Coast Star and posted in the Borough Hall of Manasquan and in the schools within the time limits prescribed by law.

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

3. Pledge of Allegiance

4. Roll Call

Roll Call

<i>Bruce Bolderman</i>	<i>Eugene Cattani</i>	<i>Anne McGarry (SLH)</i>
<i>Donna Bossone - absent</i>	<i>Terence Hoverter - absent</i>	<i>Thomas Pellegrino – arrived 6:03 p.m.</i>
<i>Martin Burns</i>	<i>Dennis Ingoglia (Brielle)</i>	<i>Alexis Pollock</i>
<i>Michele Cartaya (Lake Como)</i>	<i>Joseph Loffredo</i>	<i>Alfred Sorino</i>

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Dr. Pete Crawley, School Business Administrator/Board Secretary; Jesse Place, Assistant Superintendent; Rick Coppola, Director of Curriculum and Instruction; Lesley Kenney, Director of School Counseling Services; Gabrielle Pettineo, Board Attorney; Sandi Freeman, Recording Secretary

Quorum Reached

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

Mission Statement

5. Mission Statement

Manasquan School District empowers all students by providing a safe, healthy, and inclusive environment where continual growth, perseverance, and rigorous academic standards are balanced with extensive extra-curricular opportunities and rich tradition through partnership with community.

6. Statement to the Public

Statement to the Public

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then placed on the agenda at the next Combined Committee of the Whole and Regular Board meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After discussion during the Committee of the Whole portion of the meeting, the matter is focused on during the Regular Public Board Meeting agenda and presented to the Board of Education for a vote.

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

Motion was made by Mr. Sorino, seconded by Mr. Burns, to accept and approve the minutes, as specified in Item #7.

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

7. **Acceptance of Minutes**

Recommend acceptance and approval of the minutes of the Combined Committee of the Whole and Regular Public Meeting and the Closed Executive Session of February 23, 2021. Executive Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed executive session no longer exists.

Minutes

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

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

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

9. **Presentations**

Presentations

Dr. Kasyan opened the presentation portion of the meeting by reading a poem that exemplifies the special qualities of a teacher, especially with the challenges that were evident during this very unprecedented year.

- **Teacher of the Year**
 - **Thomas Glenn – High School**

Teacher of the Year
Mr. Glenn

Dr. Kasyan announced with great pleasure, that Mr. Thomas Glenn has been selected as the Manasquan High School Teacher of the Year. Dr. Kasyan congratulated Mr. Glenn and presented him with a gift on behalf of the Board. Mr. Goodall congratulated Mr. Glenn and thanked him for his assistance during this school year.

- **High School Teacher of the Month – Amy Edwards**

MHS Teacher of the Month
Mrs. Edwards

Dr. Kasyan recognized and congratulated Mrs. Amy Edwards on being selected as the Manasquan High School Teacher of the Month. Mrs. Edwards was selected by Cassidy Petrone, the high school senior Student of the Month. Dr. Kasyan presented Mrs. Edwards with a Certificate of Appreciation.

- **Elementary School Teacher of the Month – Andrea Trischitta**

MES Teacher of the Month
Mrs. Trischitta

Dr. Kasyan recognized and congratulated Mrs. Andrea Trischitta on being selected as the Manasquan Elementary School Teacher of the Month. Mrs. Trischitta was selected by Shane Hagerman, the elementary school Student of the Month. Mrs. Trischitta was not present this evening.

Dr. Kasyan provided the criteria that is required to be selected as a Student of the Month.

- **High School Students of the Month – Cassidy Petrone, Senior – Mairead Martin, Junior – Edward Gunnell, Sophomore – Kane Chapman, Freshman**

MHS Students of the Month

Dr. Kasyan introduced and congratulated the High School Students of the Month and presented them with Certificates of Appreciation and Walter Bucks.

- **Elementary School Student of the Month – Shane Hagerman**

MES Student of the Month

Dr. Kasyan introduced and congratulated the Elementary School Student of the Month and presented him with a Certificate of Appreciation and Walter Bucks.

- **National Elks Essay Contest Winners**
 - Alexandra Attardo
 - Molly McCarthy
 - Will Pettit

National Elks
Essay Contest
Winners

Dr. Kasyan congratulated the National Elks Essay Contest Winners from the elementary school. The students were not in attendance and will receive Certificates of Appreciation and Walter Bucks.

- **MHS Bowlers – Advancing to the Shore Conference Tournament**
 - Matthew Rose – Bowled a 290 Game
 - Christopher Newman

MHS Bowlers

Dr. Kasyan congratulated Manasquan High School students, Matthew Rose, who bowled a 290 game, and Christopher Newman. The bowlers will be advancing to the Shore Conference Tournament. Dr. Kasyan presented them with Certificates of Appreciation and Walter Bucks.

Dr. Kasyan concluded the presentation portion of the meeting. He asked for a brief pause in the meeting for refreshments at 6:20 p.m.

Mr. Cattani resumed the meeting at 6:27 p.m.

Dr. Kasyan continued with the Principals' Report. Mrs. Graziano was not in attendance and her report was provided by Mrs. Manetta.

10. Principals' Reports

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

Mrs. Manetta, on behalf of Mrs. Graziano, presented the Lower Elementary School report. She provided a transition update and reported that library classes are being held in the Media Center; the Tech Ed classes are being held in Lab B and the gym equipment is now available for the students' use. Small group instruction is taking place in the classroom for guided reading and guided math. Read Across America Day took place on March 2nd. Mrs. Manetta concluded the lower elementary school report.

Principals'
Reports

Lower
Elementary
School
Mrs. Manetta

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

Mrs. Manetta presented the Upper Elementary School report. She reported that locks and lockers have been distributed to students in grades 6 through 8 with lockers spaced to allow for safe use by the students. The fifth-grade students were not provided with lockers at this time; however a bank of lockers and locks were made available for them to practice prior to their use next year. CogAT is being administered to the 6th and 7th grade students and the 8th grade students will be upcoming. The drama students are currently rehearsing for their musical, Mary Poppins. Plans are underway for the end of the year events, especially for the 8th grade students. Winter sports are wrapping up and preparations are underway for spring sports. Mrs. Manetta reported on upcoming renovations to the music suite and art rooms. She shared activities taking place in Ms. Gordon's Kindergarten through Grade 5 classes and Mr. Clark's middle school classes during Music in Our Schools Month. Mrs. Manetta reported on Youth Art Month at Manasquan Elementary School and shared pictures of the various art projects completed by the students in Kindergarten through 8th grade. Mrs. Manetta concluded the upper elementary school report.

Upper
Elementary
School
Mrs. Manetta

- High School – Robert Goodall

Mr. Goodall presented the Manasquan High School report. He reported that continued focus is on the return to a 5 day in-person learning for the 4th marking period. Currently 710 students are opting to return on April 19th and 100 students will continue to learn remotely and virtually. Students who have not responded will be contacted in order to provide a final total that will allow for proper scheduling and preparations. He reviewed the revised high school bell schedule that will provide for adequate safety measures being met with the additional students present, along with the designated areas that the students will eat lunch inside the building in addition to outside locations. Mr. Goodall met with the student

High School
Mr. Goodall

leaderships of the Junior and Senior classes to discuss conducting co-curricular activities outdoors. Final plans are being made for the senior prom to be held on the original date of May 21st at the Allaire Airport hangar. The airport owners have graciously waived the \$10,000 rental fee for this event. He commended their generosity provided to the district. The students are thrilled and looking forward to planning the event. Plans are underway to acquire a corporate tent to be set up on the campus to hold the junior prom on June 11th, along with many other activities and ceremonies. The Manasquan High School Drama Club will be presenting an original production "Silver Linings" on April 29th, 30th and May 1st in the Jack Nicholson Theater. He thanked Dr. Kasyan and Dr. Crawley for providing the funding for the arts program. Winter sports are continuing with wrestling, volleyball, and gymnastics. Mr. Goodall concluded his report.

Dr. Kasyan is looking forward to bringing the students back on April 19th. He reviewed the schedule and pointed out the benefit of having two lunches that will allow for safety measures being followed and to provide adequate time for the preparation of lunches for the students. Dr. Kasyan complimented the efforts made by the custodial staff in maintaining a very meticulous approach in cleaning the buildings. Bringing more students back will put additional responsibility on the custodial staff and he wants to continue providing the same high level of cleaning. He asked if 14 minutes in between both lunch periods will provide adequate time to properly clean the cafeteria. Mr. Goodall feels confident that there will be sufficient time to properly clean. Dr. Crawley said that assistance has been provided by the grounds staff and a recently hired swing shift custodian. He, along with Mr. Goodall and Mr. Hudson will conduct a couple dry runs and tabletop discussions on this process.

Dr. Kasyan concluded the presentations for this evening.

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

11. Public Forum on Agenda Items

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. In the event it appears the public comment portion of the meeting may exceed 45 minutes, the presiding officer may limit each statement made by a participant to 3-5 minutes duration. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not keeping with the conduct of a proper and efficient meeting. During the public participation portions of this meeting, the Board will not respond to questions from the public involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific or prospective or current employee. This public forum is limited to comment on items included in this agenda only.

Public Forum
on Agenda
Items
(No Comment)

Mr. Cattani closed the Public Forum on Agenda Items, seeing no participation from by public.

Mr. Cattani opened the second Public Forum on any topic, agenda or otherwise.

12. Public Forum

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

Public Forum
(No Comment)

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

C.O.W.
Discussion
Items

13. Discussion Items March 16, 2021 Agenda (*Denotes Action Item on This Agenda)

- **Education, Curriculum & Technology**

Dr. Kasyan asked if there were any questions from the Board on the return of the students for 4th marking period on April 19th and the restart process.

High School
April 19th
Restart Process

Mr. Pellegrino asked if there was a plan in place if the 190 students that have not responded decide to return for in-person classes. Dr. Kasyan replied that Mrs. Kenney is working on the schedules and the

counselors are reaching out to those students. He is confident that by next week a more exact number will be available. Mr. Goodall commented that plans are being made to be prepared for all of the students returning to in-person classes.

- **Personnel– To be Discussed in Executive Session***
- **Policy**
- **Policies for Adoption - 2nd Reading ***
 - P 0164.6 – Remote Public Board Meetings During A Declared Emergency (M)
 - P 1643 – Family Leave (M)
 - R 7425 – Lead Testing of Water in Schools (M)

Policies
2nd Readings

Dr. Kasyan reviewed the policies on the agenda for a 2nd reading. There were no questions from the Board.

- **Policies for Amendment – 1st Reading ***
 - P 9181 – Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants

Policy P9181
1st Reading
(pulled from
agenda)

Mr. Place explained the amendments proposed to Policy 9181. A change will be made from using the wording “volunteer coach” to “volunteer assistant.” Another change will be the title of Director of Athletics to Supervisor of Athletics and Co-Curricular Activities. The current policy requires that coaches and assistant coaches have a substitute teaching or teaching certificate. The policy has an optional requirement for the volunteers to also have this certification. The amended policy now reads that volunteers are not required to provide this certification and will only need a criminal background check reimbursable by the Board. Dr. Kasyan suggested that the Board still require volunteers to have the 60 credits and a substitute teaching certificate. Mr. Place said if the Board wishes to require volunteers to provide the certification the strikethrough would be removed from the policy. Mr. Place will rewrite the policy addressing the revisions and bring it back next month.

- **Policies for Amendment – 2nd Reading ***
 - P 0145 – Board Member Resignation and Removal (M)
 - R 1642 – Earned Sick Leave Law (M)
 - P & R 5330.01 – Administration of Medical Cannabis (M)
 - P 7425 – Lead Testing of Water in Schools (M)
 - P 2415 – Every Student Succeeds Act (M)
 - P 2415.02 – Title I – Fiscal Responsibilities (M)
 - P 2415.05 – Student Surveys, Analysis, and/or Evaluations (M)
 - P & R 2415.20 – Every Student Succeeds Act Complaints (M)
 - P 4125 – Employment of Support Staff Members (M)
 - P 6360 – Political Contributions (M)
 - P 8330 – Student Records (M)
 - P 9713 – Recruitment by Special Interest Groups (M)

Policies for
Amendment
2nd Reading

- **Policies for Repeal – 2nd Reading ***
 - P 3431.1 – Family Leave (M)
 - P 4431.1 – Family Leave (M)
 - P 3431.3 – New Jersey’s Family Leave Insurance Program
 - P 4431.3 – New Jersey’s Family Leave Insurance Program
 - P & R 7430 – School Safety (M)
 - P 2415.01 – Academic Standards, Academic Assessments, and Accountability (M)
 - P 2415.03 – Highly Qualified Teachers (M)

Policies for
Repeal
2nd Reading

Dr. Kasyan turned the floor over to Dr. Crawley, seeing no further discussion on policies.

- **Finance**

- 2021-2022 Budget Update

Dr. Crawley reported that the Ad Hoc Finance committee met on March 10th to discuss the preliminary budget that is on tonight's agenda for Board approval followed by submission to the county for their review and approval. Once the budget received the county approval, it will be presented on April 27th at the Public Hearing on the Budget followed by formal adoption by the Board. Tonight's budget may be changed until voted on and approved on April 27th. Dr. Crawley asked if there were any questions on the Quick Facts and backup documents provided to the Board. Seeing none, he continued with the Buildings & Grounds/Facilities report.

- **Buildings & Grounds/Facilities**

- Projects proposed to be included in the 2021-2022 budget
- Fieldhouse process and timeline
- HVAC Project Closeout

Dr. Crawley reported on some of the capital improvements included in the 2021-2022 budget. The following projects are being planned at the elementary school: renovations to the music suites with the installation of a soundproof wall between the choral and instrumental rooms; addressing the drainage issues on the elementary school fields; the carpet in Pod A will be removed and replaced with tile flooring. The following projects are being planned at the high school: the field house construction, renovations to the auditorium, including painting and restoration to the ornate trim and molding, replacement of the carpeting, house lighting and sconces.

Dr. Kasyan reported that the Endowment has been contacted to look into organizing a fund raiser that would fund new seating in the auditorium. Dr. Kasyan also pointed out the need for windows in the high school music and band rooms and he will have an engineer look into this project.

Dr. Crawley reported that the contract with H&S Construction for the field house is on tonight's agenda for approval by the Board. He explained the lengthy format of the resolution was to provide an explanation of the low bidder being disqualified for submitting multiple base bids. Construction will begin almost immediately after tonight's award, with pre-construction meetings taking place next week. The anticipated completion date is around Thanksgiving break with punch list items addressed through Christmas break.

Dr. Crawley said that the elementary school cafetorium floor replacement and sewer project will be addressed through the current budget.

Dr. Crawley reported a slight delay in the platform installation due to a holdup with the steel shipment. Confirmation has been received that installation will take place over Easter break. The close out change order and final pay application are expected to be submitted for Board approval in April.

Dr. Kasyan concluded the Committee of the Whole portion of the meeting and asked to move forward with the Superintendent's Report. Mr. Cattani turned the floor over to Dr. Kasyan for the Superintendent's Report.

14. Superintendent's Report & Information Items

- **Enrollment– Document A**

- **Total Enrollment – 1,524**
 - **High School – 995**
 - **Elementary School – 529**

Dr. Kasyan provided the total district enrollment along with the individual high school and elementary school enrollments for the month of February, as specified in Document A.

Finance

2021-2022
Budget Update

Buildings &
Grounds/
Facilities

Proposed
Projects

Fieldhouse
Update

HVAC Project
Update

Supt's Report

Enrollment
Document A

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

- **High School:**

- February 4th and 5th – Fire Drill
- February 25th and 26th – Lockdown Drill

- **Alternative School:**

- February 4th – Fire Drill
- February 25th and 26th – Lockdown Drill

- **Elementary School:**

- February 17th – Fire Drill
- February 22nd – Lockdown Drill

Fire Drill and
Lockdown Drill
Reports
Document B

Dr. Kasyan provided the Fire Drills and Lockdown Drills conducted in both the elementary school and high school, as specified in Document B. All of the mandated fire drills and/or safety procedure drills were met by the district of Manasquan during the month of February.

- **HIB Monthly Report – Document C**

- **High School: One Incident – 1 Not HIB**

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

HIB Monthly
Report
Document C

- **HIB Report – Student Safety Data System Report– September 1, 2020 through December 31, 2020 – Document C-1**

Dr. Kasyan provided the HIB Monthly Report, as specified in Document C and the HIB – Student Safety Data System Report for September 1, 2020 through December 31, 2020, as specified in Document C-1 that has been sent to the state.

Student Safety
Data System
Report
Document C-1

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

- **Report of the Assistant Superintendent**

Mr. Place referred to Item #30 on the agenda requesting approval of an internet services contract. The district has participated in the last three ESCNJ statewide bids with this year's award going to Xtel Communications. The current contract is with Altice providing a 1 Gb connection at \$1,900 a month and will end on June 30th. The new three-year contract with Xtel will provide a 2 Gb connection at \$1,700 a month, effective July 1, 2021. This change in internet service may have logistics to work out but this will occur after the end of the school year.

Report of the
Assistant
Superintendent
Mr. Place

Mr. Place spoke on the digital textbooks and digital resources being discussed administratively and how it is being leveraged by the district. The one-to-one program utilizes digital textbooks in many ways. He explained the research required before implementing any programs to make sure of its compatibility with the laptops being used, the infrastructure supporting the system and how it fits into the broader technology picture supporting the single sign-on system. He explained the challenge presented with digital textbooks because the publishers often have different platforms. He compared the pros and cons of digital textbooks. Advantages being that they are portable and accessible on the student's laptop or their phone and provide a variety of on-line resources. Disadvantages would be the cost that involves licensing and requires renewing periodically. These areas are addressed by him on the technology side with Mr. Coppola addressing the curriculum side. Mr. Place concluded his report.

Dr. Kasyan turned the floor over to Mr. Coppola for the Report of the Director of Curriculum and Instruction.

- **Report of the Director of Curriculum and Instruction**

Report of the
Director of
Curriculum and
Instruction
Mr. Coppola

Mr. Coppola followed up on Mr. Place's discussion on digital resources and phasing out textbooks. A review has been underway of the curriculum along with a survey of the departments and grade levels to assess what resources were being used. As teachers revise curriculum, more digital resources have been added for the students. He complimented the administration and teachers on finding the digital resources and making them available to the students. He will continue with the audit of each department and conduct discussion at the in-service program on March 22nd.

Mr. Coppola provided an update on the March 8th half-day in-service that included time set aside for articulation, collaboration and assessment of the data from the iReady platform, a review of the audit conducted by the Equity sub-committees on the curriculum and ideas on how to move forward. The March 22nd in-service will include a presentation on equity and accessibility to programs for the students, in addition to continuing with curriculum audits. He stressed the importance of articulation within the district and would like to continue bringing the middle and elementary school together with the high school to talk about comprehensive programs that will provide for a successful high school experience.

Mr. Coppola reported that Manasquan will be partnering with the sending districts to administer the CogAt test to the incoming 9th grade students for next school year. He explained how this information will be used for data driven decisions when it comes to student learning and will best serve the freshman as they enter the high school.

Mr. Coppola reported that he, along with Mrs. Manetta, Mrs. Graziano and Mr. Murin are continuing with iReady professional development training relating to assisting the teachers in putting the information together to make content area and student-based decisions. Mr. Coppola concluded his report.

Dr. Kasyan reported that the CogAt testing is being offered to the sending districts with the cost incurred by Manasquan. The testing will be virtual and conducted at the individual schools with the data sent back to Manasquan for our use and also shared with the sending district 8th grade teachers.

Dr. Kasyan turned the floor over to Mrs. Kenney for the Report of the Director of School Counseling Services.

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

Report of the
Director of
School
Counseling
Services
Mrs. Kenney

Mrs. Kenney reported that the program "Minding Your Mind" will be presented at the elementary school for grades 5 through 8. The program provides mental health education and awareness to the students. A committee has been put together at the elementary school to work on a transition program for the 5th grade students moving into the 6th grade. Parent Nights will be held for the 5th grade parents to provide information on what to expect when students enter the 6th grade. Visits have been made to the 8th grade sending district students to work on the scheduling process. The 9th through 11th grade students will have counselors visit in the classroom to speak on the scheduling process and then hold individual meetings starting with the 11th grade students. On Thursday, March 25, the virtual Junior Parent College Planning Night will take place with several college representatives providing a panel discussion and question and answer session. Mrs. Kenney concluded her report.

Mrs. Kenney addressed Mr. Cattani's question on addressing scheduling for returning students on April 19th. Her goal is not to change schedules and she will continue to review the schedules as she learns of any additional students returning. All those currently on the blue/gray program are accountable as coming back full time.

Dr. Kasyan said that when students opted for virtual learning, parents were told they would not be guaranteed to have the same teacher once they returned to in-person learning.

Mrs. Pollock thanked the administration for the Grade 5 to Grade 6 transition focus that will be very helpful for the students and parents. Mr. Pellegrino agreed that this transition program is very important and a great idea.

Dr. Kasyan concluded the Superintendent's Report.

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

Recommend approval and acceptance of the Superintendent's Report.

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

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mrs. Bossone, Mr. Hoverter

MOTION CARRIED

Mr. Cattani asked if any of the Manasquan Items #15 through #19 required a separate vote or if there were any questions. Seeing none, he asked for a motion to approve Items #15 through #19.

Motion was made by Mr. Sorino, seconded by Mr. Bolderman, to approve Manasquan Items #15 through #19.

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

MOTION CARRIED

MANASQUAN

General Items – None for the Month

Professional Days

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

MES Professional Days (No Report)

Student Action

Field Trips

16. **Recommend approval of the field trips listed below: No Report for the Month**

MES Field Trips (No Report)

Placement of Students on Home Instruction

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

#7625201955 Grade 8 March 19, 2021 – April 19, 2021 (Medical)

MES Home Instruction

Placement of Students Out of District

18. **Recommend approval of the revised 2020-2021 External Placement list that reflects tuition costs and transportation cost. (No Report)**

2020-2021 External Placements (No Report)

Financials

19. **Recommend acceptance of the following Elementary School Central Funds Report for the month ending February, 2021 as per Document 1.**

MES Central Funds Report Document 1

Mr. Cattani asked if any Manasquan/Sending Districts Items #20 through #21 required a separate vote or if there were any questions. Seeing none, he asked for a motion to approve Items #20 and #21.

Item #22 was pulled from the agenda.

Manasquan/Sending Districts General Items #20 - #21

Motion was made by Mr. Pellegrino, seconded by Mrs. Pollock, to approve Manasquan/Sending District Items #20 and #21.

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mrs. Bossone, Mr. Hoverter

MOTION CARRIED

MANASQUAN/SENDING DISTRICTS

General Items

20. Secretary's Report/Financials

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

The Business Administrator/Board Secretary certifies that as of **FEBRUARY, 2021** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Be it Resolved; that the amount of district taxes, excluding debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,660,399.50** 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.

Be It Resolved: Pursuant to N.J.A.C. 6A:23A-16.10 (c)3 the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **FEBRUARY 28, 2021** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

Recommend acceptance of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **FEBRUARY 28, 2021** as per **Document D**. (The Treasurer of School Moneys Report for the month of **FEBRUARY, 2021** is on file in the Business Office and is in balance with the Secretary's Report).

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we the members of the Board of Education of the Borough of Manasquan, County of Monmouth, after having reviewed the Report of the Secretary and upon consultation with the appropriate officials, certify that as of **FEBRUARY 28, 2021**, it is to the best of our knowledge that no major account fund has been expanded and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and that the Board of Education further approves the transfers made with line item accounts of the current expense portion of the **2020-2021 budgets for FEBRUARY and MARCH** as recommended by the Superintendent of Schools, as per **Document D**.

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

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

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$779,150.23** for the month of **MARCH, 2021** be approved. Record of checks (**#47771** through **#47778**), and distributions are on file in the Business Office.

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

Confirmation of **Bills (Current Expense)** for **FEBRUARY, 2021** at **\$2,526,031.29** and checks (**#47657** through **#47770**) and **(Capital Expense)** for **FEBRUARY, 2021** at **\$277,453.55** and checks (**#1205** through **1208**).

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

Finance Reports

Secretary's Certification

District Taxes

Acceptance of the Secretary's Certification

Secretary's Financial & Investment Report Document D

Budget Certification Document D

Purchase Orders Document E

Cafeteria Report Document F

Bills (Current Expense)

Bills (Capital Expense)

Confirmation of Bills (Current & Capital Expense)

MHS Central Funds Report Document G

21. Recommend approval of the **adoption** of the following policies and regulations (second reading), as per **Document H.**

- P 0164.6 – Remote Public Board Meetings During A Declared Emergency (M)
- P 1643 – Family Leave (M)
- R 7425 – Lead Testing of Water in Schools (M)

~~**22. Recommend** approval of the **amendment** of the following policies and regulations (first reading), as per **Document I.**~~

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

Mr. Cattani asked if any Manasquan/Sending Districts Items #23 through #34 required a separate vote or if there were any questions. Seeing none, he asked for a motion to approve Items #23 through #34.

Motion was made by Mr. Burns, seconded by Mr. Loffredo, to approve Manasquan/Sending District Items #23 through #34.

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mrs. Bossone, Mr. Hoverter

MOTION CARRIED

23. Recommend approval of the **amendment** of the following policies and regulations (second reading), as per **Document J.**

- P 0145 – Board Member Resignation and Removal (M)
- R 1642 – Earned Sick Leave Law (M)
- P & R 5330.01 – Administration of Medical Cannabis (M)
- P 7425 – Lead Testing of Water in Schools (M)
- P 2415 – Every Student Succeeds Act (M)
- P 2415.02 – Title I – Fiscal Responsibilities (M)
- P 2415.05 – Student Surveys, Analysis, and/or Evaluations (M)
- P & R 2415.20 – Every Student Succeeds Act Complaints (M)
- P 4125 – Employment of Support Staff Members (M)
- P 6360 – Political Contributions (M)
- P 8330 – Student Records (M)
- P 9713 – Recruitment by Special Interest Groups (M)

24. Recommend approval of the **repeal** of the following policies and regulations (second reading), as per **Document K.**

- P 3431.1 – Family Leave (M)
- P 4431.1 – Family Leave (M)
- P 3431.3 – New Jersey’s Family Leave Insurance Program
- P 4431.3 – New Jersey’s Family Leave Insurance Program
- P & R 7430 – School Safety (M)
- P 2415.01 – Academic Standards, Academic Assessments, and Accountability (M)
- P 2415.03 – Highly Qualified Teachers (M)

Adoption of Tentative 2021-2022 Budget

25. Recommend approval to submit the tentative 2021-2022 school district budget to the County Office of Education for review and approval as follows:

BE IT RESOLVED that the tentative budget be approved for the 2021-2022 school year using the 2021-2022 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

*Policies – 2nd
Reading
Document H*

*P9181
Pulled from
agenda*

*Manasquan/
Sending
Districts Items
#23 - #34*

*Policies –
Amendments
for 2nd Reading
Document J*

*Policies –
Repealed for
2nd Reading
Document K*

*2021-2022
Tentative
Budget*

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2021-2022 Total Expenditures	\$29,859,835	\$418,661	\$1,884,576	\$32,163,072
Less: Anticipated Revenues	\$13,578,190	\$418,661	\$ 434,057	\$14,430,908
Taxes to be Raised	\$16,281,645	\$ -0-	\$1,450,519	\$17,732,164

2021-2022
Tentative
Budget

And to advertise said tentative budget in THE COAST STAR in accordance with the form required by the State Department of Education and according to law;

BE IT FURTHER RESOLVED, that a public hearing be held in the Manasquan High School Charles Raffetto Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, April 27, 2021, at 6:00 p.m. for the purpose of conducting a public hearing on the budget for the 2021-2022 school year.

Capital Reserve Account Deposit

Capital Reserve
Account
Deposit

RESOLVED that the Manasquan Board of Education requests the approval of a capital reserve deposit in the amount of \$50.00. This represents anticipated interest for the 2021-2022 school year.

RESOLVED that the Manasquan Board of Education requests the approval of a capital reserve deposit in the amount of \$109,000 as follows:

- \$84,000 turf replacement
- \$25,000 sod replacement

Travel and Related Expense Reimbursement 2021-2022

Travel &
Related
Expense Reim-
bursement

WHEREAS, the Manasquan Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in N.J.A.C. 6A:23A-1.2, which includes attendance at regularly scheduled in-state county meetings, Department or Association sponsored events or in-state professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Manasquan Board of Education established \$47,267 as the maximum travel amount for the current school year and has expended \$14,326.99 as of this date; now

THEREFORE, BE IT RESOLVED that the Manasquan Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.2, to a maximum expenditure of \$47,267 for all staff and board members for the 2021-2022 school year.

BE IT FURTHER RESOLVED that the Manasquan Board of Education approved the following **2021-2022 Tuition Rates:**

2021-2022
Tuition Rates

Manasquan High School 9 - 12	\$ 17,018.00
Pre-School (3-year old program)	\$ 1,120.00
Pre-School (4-year old program)	\$ 1,740.00
Kindergarten	\$ 16,696.00
Grades 1 – 5	\$ 17,628.00
Grades 6 – 8	\$ 18,499.00
L/LD	\$ 20,434.00
PSH – PT	\$ 4,300.00
PSH – FT	\$ 8,550.00
MD	\$ 50,961.00
Parent Paid K-8	\$ 8,510.00
Parent Paid 9 – 12	\$ 8,510.00

26. Recommend approval of the following resolution related to the acceptance of bids and award of contract for the Multi-Purpose Facility at Manasquan High School:

Acceptance of
Bids and
Award of
Contract for
Multi-Purpose
Facility at MHS

WHEREAS, In accordance with Public Schools Contract Law, N.J.S.A. 18A:18A-1, et seq., the Manasquan Board of Education (hereinafter referred to as the “Board”) advertised for bids for the construction of a Multi-Purpose Facility at Manasquan High School (hereinafter “the Project”), Bid No. 21-01; and

H & S
Construction &
Mechanical
Inc.

WHEREAS, on February 10, 2021, the Board received 23 bid responses for the Project; and

WHEREAS, such bids were subsequently reviewed by the Board’s attorney, the District’s architectural firm, and Business Administrator; and

WHEREAS, the purported lowest bid response, Catel, Inc., submitted multiple base bid values for the Project, in violation of the District’s specifications/solicitation, was deemed a non-conforming submission and was and hereby is rejected as non-responsive; and

WHEREAS, the lowest responsive and responsible bid was submitted by H& S Construction and Mechanical Inc. Elizabeth, New Jersey, as follows:

Base Bid:\$4,634,000.
G1: \$46,000.
G2: \$160,000,
TOTAL :\$4,840,000. ; and

WHEREAS, the Board notes that H& S Construction and Mechanical Inc's submission for Alternate G2 presented a written numeric value which differed from the written value for G2. Specifically H&S set forth a numeric value of \$165,000; however, the written value was “..one hundred sixty thousand..”; however, this discrepancy/issue is addressed in the Board’s specifications at page 1 of the bid form wherein the following language is found: “...*Show amount of BID in both words and figures; in case of discrepancy between words and figures shown, the amount in words will govern.* ”; and

WHEREAS, the project is to be completed in accordance with an Agreement between the Board and the Borough of Manasquan (hereinafter the Borough) entitled *Shared Services Agreement Between the Borough of Manasquan, in the County of Monmouth, New Jersey and the Board of Education of the Borough of Manasquan in the County of Monmouth, New Jersey providing for construction of a Field House in the area of Manasquan High School Gymnasium and other Athletic Facilities Improvements and Paving for Joint use of the Parties* (hereinafter Agreement, incorporated by reference as if fully set forth herein); and

WHEREAS, in accordance with the Agreement, the Board will be the employing entity for the Project provided, however, the funding for the Project will be coordinated between the Board and the Borough, with the Borough enacting a bonding Ordinance, and the Board funding a down payment and remitting costs in accordance with the Agreement; and

WHEREAS, the bonding Ordinance and Agreement is expected to be effective March 26, 2021 and, based upon the Agreement and proposed bonding, there will be sufficient funds for the award of Contract for the Project;

NOW, THEREFORE, BE IT RESOLVED that the Manasquan Board of Education deems H & S Construction and Mechanical Inc. Elizabeth, New Jersey, the lowest responsible and responsive bidder in all material respects and hereby awards the Project Contract (subject to the Ordinance and Agreement going into effect) as follows:

Base Bid:\$4,634,000.
G1: \$46,000.
G2: \$160,000,
TOTAL AWARD:\$4,840,000.

BE IT FURTHER RESOLVED that the Manasquan Board of Education’s Administrative staff and Professionals take any and all action necessary to effectuate the purposes of the Board’s resolution in this matter.

27. **Recommend** approval of the agreement between the Manasquan Public School District and New Road Construction Management Co., for providing the services of a Construction Manager of Record for the construction of the multi-purpose facility at Manasquan High School, as per **Document L** (pending attorney review).

28. **Recommend** approval of the continuation of placement of Student ID# 4861462258, from a Brielle resident student to a Parent-Paid Tuition student, in Grade 9 at the Manasquan High School for the 2020-2021 school year, effective March 1, 2021, at the pro-rated tuition of \$3,323.20.

29. **Recommend** approval of the acceptance of the following Parent-Paid Tuition students for the 2021-2022 school year, at a yearly tuition rate to be determined. In accordance with District Policy 6153 – families enrolling multiple siblings will be charged the normal rate for one student and 50% of the normal rate for all other students. If there are different rates between siblings, the student with the highest tuition rate will be charged in full and the discount will apply to all others.

Manasquan High School –	Student ID to be determined (M.C.)	Grade 9
Manasquan High School –	Student ID to be determined (M.M.)	Grade 9
	Student ID to be determined (E.M.)	Grade 11 (50%)
Manasquan High School -	Student ID to be determined (C.T.)	Grade 9
	Student ID to be determined (A.T.)	Grade 11 (50%)

30. **Recommend** approval of the Category A internet service under the ESCNJ/NJDRLAP bid to Xtel Communications for the period of July 1, 2021 through June 30, 2024, at a monthly cost of \$1,702.00.

31. **Recommend** approval of the Request for Obsolete Equipment Disposal, as per **Document M**.

Professional Days

32. **Recommend** approval of the **attendance** of staff members at conferences/workshops indicated below: **No Report for the Month**

*Acceptance of
Bids and
Award of
Contract for
Multi-Purpose
Facility at MHS*

*H & S
Construction &
Mechanical
Inc.*

*New Road
Construction
Management
Co.
Document L*

*2020-2021
Parent Paid
Tuition Student*

*2021-2022
Parent Paid
Tuition
Students*

*2021-2024 Xtel
Internet Service
Contract*

*Obsolete
Equipment
Document M*

*MHS
Professional
Days
(No Report)*

Student Action

Field Trips

MHS Field Trips
(No Report)

33. Recommend approval of the field trips listed below: No Report for the Month

Placement of Students on Home Instruction

MHS Home
Instruction

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

- #2686906059 **Grade 11** **March 1, 2021 – April 2, 2021 (Medical)**
- #2349108472 **Grade 9** **March 19, 2021 – April 19, 2021 (Medical)**
- #1191431075 **Grade 11** **March 6, 2021 – April 5, 2021 (Medical)**
- #8397499020 **Grade 11** **March 11, 2021 – April 10, 2021 (Medical)**

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

35. Old Business/New Business

Old / New
Business
(No Report)

Seeing none, Mr. Cattani asked for a motion to enter into Executive Session and read the following statement.

Motion was made by Mr. Sorino, seconded by Mrs. Pollock, and approved by voice vote of all those present in favor to enter into Executive Session at 7:45 p.m. MOTION CARRIED

Executive
Session

36. Executive Session

WHEREAS, the Sen. Byron M. Baer Open Public Meetings Act, *N.J.S.A.* 10:4-6, *et seq.*, (the “Act”) provides that the Manasquan Board of Education hold an “Executive Session” from which the public is excluded to discuss matters that are confidential or are one of the nine (9) subject matters listed in Section 12(b) of the Act; and

WHEREAS, it is recommended by the Superintendent that the Manasquan Board of Education go into Executive Session on this date in Manasquan, New Jersey, to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, the length of the Executive Session is estimated to be thirty (30) minutes after which the public meeting of the Board shall reconvene and proceed with business; and

WHEREAS, that the Board hereby declares that its discussion of the following subject(s) will be made public at a time when the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

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

- 1. Confidential Matters per Statute or Court Order
- 2. Impact Rights to Receive Federal Funds
- 3. Unwarranted Invasion of Individual Privacy
- 4. Collective Bargaining (MEA Sidebar Agreement #04)
- 5. Acquisition of Real Property or Investment of Fund
- 6. Public Safety Procedures
- 7. Litigation or Contract Matters or Att./Client
- 8. Personnel Matters (Hiring, Resignation, Leave of Absence)
- 9. Imposition of Penalties Upon an Individual

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

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

Motion was made by Mr. Sorino, seconded by Mr. Burns, and approved by voice vote of all those present in favor to reconvene the meeting at 8:01 p.m. MOTION CARRIED

Motion to Reconvene

37. Roll Call

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

Roll Call

Quorum Reached

Mr. Cattani asked for a motion to approve Manasquan Item #38.

Motion was made by Mr. Bolderman, seconded by Mrs. Pollock, to approve Manasquan Item #38 – Elementary School Personnel, as specified in Document 2.

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

MOTION CARRIED

Manasquan Item #38

MANASQUAN

Personnel

38. Recommend approval of the Elementary School personnel as per **Document 2.**

Mr. Cattani asked for a motion to approve Manasquan/Sending Districts. Items #39 and #40.

Motion was made by Mr. Sorino, seconded by Mr. Loffredo, to approve Manasquan/Sending Districts Item #39, High School Personnel, as specified in Document N and Item #40, Sidebar Agreement #04, as specified in Document O.

Roll Call Vote: Item #39 – Ayes (9); Nays (0); Abstain (1) Mr. Pellegrino; Absent (2) Mrs. Bossone, Mr. Hoverter

MOTION CARRIED

Manasquan/Sending Districts Items #39 - #40

Item #40 – Ayes (10); Nays (0); Abstain (0); Absent (2) Mrs. Bossone, Mr. Hoverter

MOTION CARRIED

MANASQUAN/SENDING DISTRICTS

Personnel

39. Recommend approval of the High School personnel as per **Document N.**

MHS Personnel Document N

40. Recommend approval of sidebar agreement #04 between the Manasquan Education Association and the Board of Education, as per **Document O.**

MEA/MBOE Sidebar Agreement #04 Document O

Mr. Cattani asked for a motion to adjourn.

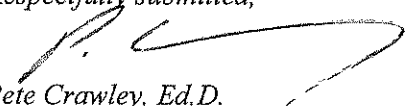
Motion was made by Mrs. McGarry, seconded by Mr. Sorino, and approved by voice vote of all those present in favor to adjourn the meeting at 8:03 p.m. MOTION CARRIED

Adjournment

41. Adjournment

Motion to Adjourn

Respectfully submitted,


Pete Crawley, Ed.D.
Board Secretary