

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, August 16, 2022.

The President, Ms. Pollock, called the meeting to order at 6:03 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.

Ms. Pollock requested that everyone join in the Pledge of Allegiance.

3. Pledge of Allegiance

4. Roll Call

Roll Call

<i>Bruce Bolderman – call in</i>	<i>Rebecca Herbert (Belmar) arrived 6:05</i>	<i>Thomas Pellegrino – absent</i>
<i>Donna Bossone – absent</i>	<i>Terence Hoverter – absent</i>	<i>Alexis Pollock</i>
<i>Martin Burns - absent</i>	<i>Matthew Johnson (Avon) arrived 6:05</i>	<i>Alfred Sorino</i>
<i>Eugene Cattani</i>	<i>Joseph Loffredo - absent</i>	<i>Tedd Vitale (Brielle)</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; Jennifer Steffich, Director of Special Services; Michael Gross, Board Attorney; Sandi Freeman, Recording Secretary

**Quorum reached for Manasquan/Sending District only.*

Ms. Pollock read the Mission Statement and Statement to the Public.

5. Mission Statement

Mission Statement

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

6. Statement to the Public

Statement to the Public

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

Ms. Pollock asked for a motion to approve the minutes.

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

Roll Call Vote: Ayes (7); Nays (0); Abstain (0) Absent (5) Ms. Bossone, Mr. Burns, Mr. Hoverter, Mr. Loffredo, Mr. Pellegrino

7. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Combined Committee of the Whole and Regular Public Meeting and Closed Executive Session of July 19, 2022. 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.

8. Student Board Representative Report - No Report

Ms. Pollock turned the floor over to Dr. Kasyan for the presentations.

9. Presentations

Dr. Kasyan welcomed everyone to the board meeting. He thanked the Manasquan Board of Education for allowing him to start the meetings with a focus on the students' academic and athletic achievements.

MHS Surf Team – State Champions

Dr. Kasyan congratulated the Manasquan High School Surf Team on their many accomplishments. He introduced the team coaches, JD LaCarrubba and Mike Dahrouge and the assistant coach, Jeff Hoffman. He introduced the members of the team and presented them with certificates of commendation and medals.

Dr. Kasyan turned the floor over to the directors for their reports.

10. Directors' Reports

- o Report of the Director of Curriculum and Instruction
 - ❖ District Professional Development Plan
 - ❖ 2022-2023 Curriculum List

Mr. Coppola provided an overview of the new courses for 2022-2023. He thanked the administrators and teachers for their assistance with curriculum writing. Teachers participated in extensive training sessions during the year on curriculum writing and participated in the Monmouth County Curriculum consortium to become familiar with the standards and required updates. He provided details on new courses being added in both the high school and elementary school. Mr. Coppola addressed Mr. Vitale's question on whether any courses were grade specific. Mr. Coppola said Project Lead the Way courses are upper-level courses and Conversational Spanish would be offered to 9th grade students. Mr. Coppola provided an overview on the professional development initiatives for the upcoming year. Dr. Kasyan congratulated Mr. Coppola and Ms. Manetta on the state's approval of the ESL plan. Mr. Coppola reported on the academic committees that will be meeting during the year and their specific focus. The goals for the year will be presented to the teachers when they return. Mr. Coppola believes we are moving forward with a really good plan. He thanked the principals, supervisors, and directors for their assistance in putting this plan together. Mr. Coppola concluded his report. A copy of Mr. Coppola's report will be included in the formal minutes.

Ms. Pollock asked if the 7th and 8th grade students were previously exposed to Ready Math. Mr. Coppola said Ready Math was adopted in the primary grades two years ago.

Minutes

Student Board
Representative
Report
(No Report)

Presentations

MHS Surf Team
Recognition

Directors'
Reports

Report of the
Director of
Curriculum and
Instruction
Mr. Coppola

- Report of the Director of School Counseling Services
 - ❖ 2022-2023 Nursing Services Plan

Report of the
Director of
School
Counseling
Services
Ms. Kenney

Ms. Kenney looks forward to a smooth and positive start of the school year. She reviewed the Nursing Services Plan that explains the services provided by the nurses in the district, The plan breaks down the medical needs into three levels, in addition to addressing emergency services. She is confident that the nursing staff is well versed in handling emergencies. The counseling office has been busy during the summer preparing for the school year. Schedules will be live to the students on Friday. Students have already come into the office to apply to colleges. She is in the process of developing a revised comprehensive school counseling plan. An event calendar has been created with events scheduled throughout the school year. Start Strong testing will take place in September in grades 9, 10 and 12 in the high school and grades 3 through 8 in the elementary school. She and Ms. Steffich are working on redoing the crisis plan and threat assessment. They are looking into ways to provide more mental health services for the students and families. Ms. Kenney concluded her report.

- Report of the Director of Special Services

Report of the
Director of
Special Services
Ms. Steffich

Ms. Steffich reported that she is excited to be at Manasquan and has received a very warm welcome from everyone. The Extended School Year program was very successful. She has met with the Manasquan staff to discuss their ideas and initiatives. She visited the sending district schools and met with their staff. She reviewed her short-term initiatives that include familiarizing herself with current special education programs and staff, focusing on least restrictive environments for the students and providing professional development for child study team members, teachers and paraprofessionals. Her long-term initiatives include working with the sending districts to plan programs based on upcoming special education needs and working with the Manasquan staff to elevate existing services and programs. Ms. Steffich concluded her report.

Ms. Pollock 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. In order to ensure all members of the public who wish to participate are afforded a timely and orderly opportunity to do so, the Board may not answer questions posed by those making comments. The Board may address questions posed during this period once all members of the public wishing to speak have done so. 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
Comments)

Ms. Pollock closed the Public Forum on Agenda Items seeing no participation from the public.

Ms. Pollock opened the second Public Forum on any topic agenda or otherwise.

12. Public Forum

Ms. Pollock closed the second Public Forum seeing no participation from the public.

Public Forum
(No
Comments)

Ms. Pollock turned the floor over to Dr. Kasyan for the Committee of the Whole discussion items.

13. Discussion Items August 16, 2022 Agenda (*Denotes Action Item on This Agenda)

• **Education, Curriculum & Technology***

- 2022-2023 School Year Calendar – Revised

Under Education, Curriculum and Technology, Dr. Kasyan brought to the attention of the Board the 2022-2023 revised school year calendar that reflects half-days being included for Pre-K conferences.

Dr. Kasyan turned the floor over to the principals for the presentation of their 3-year plan.

Principals' Reports

- Lower Elementary School (PK-4) – Jaclyn Puleio
 - ❖ Principal's 3-year Vision
- Upper Elementary School (5-8) – Megan Manetta
 - ❖ Principal's 3-year Vision

Ms. Puleio and Ms. Manetta presented the MES Warriors – 3-year plan. Ms. Manetta thanked the Board for having her and Ms. Puleio at the meeting this evening to discuss the culmination of their opportunity to collaborate, think and reflect on what they would like to see at Manasquan Elementary School. They presented a comprehensive report on 5 specific goals and how these goals would be focused on over the next three school years. Ms. Manetta said the first three goals will serve to meet the needs of the students with a strong curriculum. The students at the top end of the spectrum will be supported in ways to be challenged and those students not meeting the benchmarks will be provided with ways to better support them. Ms. Puleio said that Goal 4 will address the expansion of the in-house preschool and Goal 5 will address the restructuring of the school climate and social/emotional learning initiatives for students and staff. Ms. Puleio and Ms. Manetta elaborated on the plan and how each goal would be addressed over the next three school years.

Dr. Kasyan said this year a new Science curriculum will be brought in and next year a new Language Arts-Literacy curriculum. Over the last four years a focus has been given to three new curricula for the basic foundation of the elementary school. Mr. Coppola has reached out to the sending districts to inform them of the science and math curricula being brought into the district and they have been offered the opportunity to sit in on the presentations to allow for coordination of curricula with the sending districts. Dr. Kasyan said that these steps are being taken to proceed on the road to the Blue Ribbon status that we look to achieve.

Ms. Manetta said that in the coming years a goal would be to think about how to best support the teachers with the addition of the position of an instructional coach in the 2023-2024 school year. In the meantime, support is being provided through the PLC's. Ms. Manetta said that overall the 5 goals are addressing all of the students in every way possible to make sure a solid educational foundation is provided for every student, along with addressing social and emotional pieces that are very critical today. Ms. Manetta and Ms. Puleio concluded their report. A copy of the report will be included in the formal minutes.

Mr. Sorino complimented Ms. Manetta and Ms. Puleio on the plan. Mr. Vitale asked if this information could be shared with the sending districts. Dr. Kasyan agreed that a forum should be held with the sending districts' superintendents to present this plan. Ms. Pollock said that this plan is very exciting and ambitious and the focus of making it a program that works for every student is phenomenal. She asked how technology is used by the faculty at different levels. Ms. Manetta explained that there is a balance of the use of technology and traditional instructional methods.

C.O.W.
Discussion
Items

Education,
Curriculum &
Technology

2022-2023
Revised School
Calendar

Principals'
Reports

MES Lower &
Upper
Elementary
School Report
Ms. Puleio
Ms. Manetta

- High School – Robert Goodall
 - ❖ Principal’s 3-year Vision
 - ❖ Code of Conduct

MHS Report
Mr. Goodall

Mr. Goodall provided a copy of the Manasquan High School bell schedule that extends the instructional day to 2:24 p.m. He thanked Dr. Crawley and the sending district superintendents for being able to recapture this instructional time. Mr. Goodall reviewed the Code of Conduct that was revised and updated to align with NJQSAC. He explained the different thresholds of discipline at the high school. He reviewed the thresholds of attendance (unexcused) and tardiness (late to school) and said that it is important to have the students present and hold them accountable to be in school and arrive on time. He complimented the students on the fact that discipline is not a major issue at the high school. Mr. Goodall alluded to John Wooden, the UCLA men’s basketball coach. He said Mr. Wooden was an incredible planner and referred to one of his many quotes “It’s the little details that are vital. Little things make big things happen.” He said that his 3-year plan provides a lot of attention to detail. He reviewed many of the accomplishments that have taken place at the high school relating to the successful upgrades of the facilities; an introduction of a flexible new master schedule and rigorous courses and programs; increased articulation and transition planning with the sending districts and providing a supportive and flexible school environment during and post COVID-19. He reviewed more of the accomplishments that have taken place at the high school involving Project Lead the Way evolving the Engineering Academy to a STEM Academy; the creation of an AP Action Plan; adjusting the grading scale to reflect changes to the college admission process; differentiating the weighted grading between advanced placement and honors courses and new courses being introduced at the high school. Mr. Goodall reported on a very successful online summer session. He thanked Ms. Manetta for addressing the Seal of Biliteracy process that recognizes students who are proficient in two or more languages. He provided details on the Math Honor Society. Mr. Goodall continued with his plan for the future at Manasquan High School. A focus will be put on evolving the career focused academies to motivate students to find their clear pathway; creating programs to meet the needs of all students; aligning the academic and co-curricular programs with the innovation of the MHS facilities and stressing student achievement and mandating rigor in the classroom on all levels. Mr. Goodall reviewed the proposed summer on-line learning and the courses that will be introduced over the next three years to the Academy of Law, Government & Public Safety; the Academy of Finance and the Engineering/STEM Academy. Mr. Goodall said he has discussed with Dr. Kasyan the introduction of the International Baccalaureate Diploma Programme. The IB programme is a global leader in international education that empowers school-aged students to take ownership in their learning and help them develop future-ready skills to make a difference and thrive in a world that changes fast. He would like to visit a few schools in the area who participate in this program.

Ms. Pollock asked what percentage of students is anticipated for the summer courses. Mr. Goodall said he anticipates around 24 students per class. Mr. Cattani asked if these courses will also be offered during the school year. Mr. Goodall said some are already in the program of study. Mr. Vitale asked if the summer courses could accelerate someone’s time for graduation. Mr. Goodall said each student has the opportunity to take up to 160 credits and 150 is required for graduation and by taking these summer courses the student would have additional credits on their transcript. Ms. Pollock commented that the practical application linked with the rigor for each of the academies will provide the academic experience along with being linked up with the real world. Mr. Goodall concluded his report. A copy of the report will be included in the formal minutes.

Dr. Kasyan thanked the principals for their reports this evening.

• **Personnel– To be Discussed in Executive Session***

Dr. Kasyan reported that Personnel will be discussed in Executive Session.

Personnel
(Closed
Session)

Policy

- **Policies/Regulations for Adoption – 1st Reading ***
 - P 1511 – Board of Education Website Accessibility – M (New)
 - P 5722 – Student Journalism – M (New)

- **Policies/Regulations for Amendment –1st Reading ***
 - P 0143.2-High School Student Representative to the Board of Education (*Revised by replacement*) - M
 - P 0163 – Quorum
 - P 2415 – Every Student Succeeds Act - M
 - P 3270 – Professional Responsibilities
 - R 3270 – Lesson Plans and Plan Books (*Revised by replacement*)
 - P 5513 – Care of School Property – M
 - R 5513 – Care of School Property - M
 - P 5517 – School District Issued Student Identification Cards - M

- **Policies/Regulations for Abolishment ***
 - P 2432 – School Sponsored Publications
 - R 2432 – School Sponsored Publications
 - P 1648.13 – School Employee Vaccination Requirements

Policies for Adoption
1st Reading

Policies for Amendment
1st Reading

Policies for Abolishment

Dr. Kasyan reviewed the policies on the agenda for Board approval. He commented that the Board of Education is responsible for focusing on students' publications and productions. Students learn from this but need adult direction and supervision moving forward. He reviewed policy P 5722 – Student Journalism that details what can and cannot be focused on in student publications. Dr. Kasyan said that Mr. Goodall will be addressing P 0143.2 that relates to the high school student representative to the Board of Education.

Dr. Kasyan turned the floor over to Dr. Crawley for the Buildings & Grounds/Facilities reports. Dr. Crawley reported that he received the ballot placement for the school board election today from the Monmouth County Board of Elections. The ballot order for the Manasquan Board of Education will be Joe Loffredo, Fred Sorino, Tom Pellegrino and William Dibble.

Dr. Crawley said there are only four members from the Manasquan Board of 9 present at this time and there are not enough members present for a Manasquan quorum. The Manasquan agenda items will have to be tabled until the next meeting.

- **Finance***
- **Buildings & Grounds/Facilities***

Buildings & Grounds/
Facilities

Fieldhouse Update

Warrior Way

Dr. Crawley provided a construction update and progress photos featuring various locations inside the fieldhouse. Partial floor installation has taken place in the wrestling room and the ARU connections took place today to the single unit that will provide both heat and air conditioning for the building. He anticipates full accessibility for the students upon their arrival in September. Dr. Crawley provided details on the Warrior Way that is being constructed on the north end of the high school building. The Manasquan School Development Fund is supporting the project through fund raising efforts with the sale of engraved border bricks. The projects should be completed with fencing and a paver walkway in the next two weeks. Dr. Crawley concluded his report.

Dr. Kasyan continued with the Superintendent's Report.

14. Superintendent's Report & Information Items

- **Enrollment– Document A (N/A)**
No Report for the Month *No Report*

Supt's Report

Enrollment
(No Report)

- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Reports, Suspensions & Tardy Reports– Document B**
 - **High School:**
 - None for the Month
 - **ABA/CLI Building:**
 - July 12th – Fire Drill
 - **Elementary School:**
 - July 18th – Fire Drill
 - July 21st – Lockdown Drill

Fire & Safety
Drills
Document B

Dr. Kasyan reported on the Fire and Safety Drills for the month of July that are in compliance with the State of New Jersey mandated drill requirements.

- **HIB Monthly Report – Document C (N/A) No Report**
 - **High School: No Report for the Month**
 - **Elementary School: No Report for the Month**
- **HIB Report – Student Safety Data System Report: 2021-2022 School Year – Document C-2**

HIB Monthly
Report
(No Report)

HIB Report –
Student Safety
Data System
Report 21-22SY
Document C-2

Dr. Kasyan referred to the HIB Student Safety Data System Report for 2021-2022 that is mandated by the State of New Jersey and on tonight's agenda for Board approval. The report provides information on the total HIB incidents in each of the schools and training that took place during the 2021-2022 school year.

- **MHS Code of Conduct – Addressed during Mr. Goodall's report.**
- **Board of Education Goals 2022-2023**
- **Manasquan School District Goals 2022-2023**

2022-23 Board
of Education
Goals

2022-23
Manasquan
School District
Goals

Dr. Kasyan reported that the Manasquan Board of Education Goals for 2022-2023 and the Manasquan School District Goals for 2022-2023 are on tonight's agenda for Board approval. The goals were provided to the Board in draft format for review. There were no changes made to the draft copy.

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

- **Report of the Assistant Superintendent**

Report of the
Assistant
Superintendent
Mr. Place

Mr. Place referred to an initiative brought to the Board's attention by Dr. Kasyan and him at the July meeting relating to the student safety monitoring on the school issued devices. Currently the school-issued devices are equipped with web filtering technology both in and outside of school. This can be used retrospectively in investigations. He said the goal is to have something in place to proactively alert us of an activity of concern on the school-issued devices that could impact student safety. Over the past month he evaluated different products, and this evening will recommend that the Board approve the purchase of Linewize Monitor. Mr. Place reviewed the policy framework and legal background relating to the review of the students' files and communications. Mr. Place provided the details on how Linewize Monitor works, the various risk categories covered by the product and how human moderators review all cases not filtered by artificial intelligence and determine category, risk level and notification priority. He explained the installation process on the students' devices and how it monitors the keystrokes and reports any risk categories for evaluation by a human monitor. He provided examples of scenarios that would be provided to a school administrator. He explained how the notifications are provided based on being a non-time-sensitive risk event or a time-sensitive risk event. Linewize holds several certifications relating to data privacy. Mr. Gross, the Board's attorney, had his office review the privacy policy and terms of service offered by the company and were satisfied with their findings. Mr. Place referred to the current Technology

Report of the
Assistant
Superintendent
Mr. Place

Use Agreement that is signed by the parent and student prior to receiving their device along with the proposed version that puts the parent and student on notice that Linewize will be installed on the device and how it works. Mr. Place is also recommending the purchase of a companion product (NetRef) that can be used for classroom management of student devices. This will replace an older product currently being used in the district and will provide an upgraded web-based product with similar capabilities. The total cost for a one-year subscription for both products will be \$10,032. The motion to approve the purchase is on tonight's agenda. He would also like to update the laptop agreement in time for the laptop distribution next week.

Mr. Place said that laptop distribution is planned for five sessions over four days beginning next Thursday. There will be one evening distribution with all others taking place during the day. Distribution will continue once school starts for those students unable to come prior to the start of school.

Dr. Kasyan thanked Mr. Place for the due diligence and hours of research put into finding this product. He appreciates that this product involves real people reviewing the material and not computer-generated reviews and comments.

Mr. Place added that the product does support Spanish. He also received positive reviews from two districts who currently use the product.

Dr. Kasyan concluded his report.

Ms. Pollock referred to Other Incidents Leading to Removal for 2021-2022 on Document C-2 and asked if the 51 incidents in the high school and 5 incidents in the elementary school are in addition to the other categories in the report, and if this is a high number of incidents for an average year. Dr. Kasyan said this is a total overall number and he believes it is high for Manasquan. He feels that steps are being taken to focus on providing the students with a culture that will bring these numbers down.

Ms. Pollock asked for a motion to approve the Superintendent's Report.

Recommend approval and acceptance of the Superintendent's Report.

Approval and
Acceptance of
the Supt's
Report

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

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (5) Mrs. Bossone, Mr. burns; Mr. Hoverter; Mr. Loffredo; Mr. Pellegrino

MOTION CARRIED

Ms. Pollock reported a Quorum has not been reached for the Manasquan Board Members and the Manasquan General Items #15 through #23 would be Tabled until the next meeting.

Manasquan
Items #15 - #23
(TABLED)

MANASQUAN
General Items

15. Recommend approval of the acceptance of Parent Paid Tuition students in the 2022-2023 Integrated Preschool Program PreK-3 program (17 students) and PreK-4 program (6 students) and the continuation of placement of Parent Paid Tuition students in the 2022-2023 Integrated Preschool Program PreK-4 program (19 students). Yearly tuition rate for PreK-3, in the amount of \$1,500, and PreK-4, in the amount of \$3,000. 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. Tuition contracts are on file in the business office.

2022-2023
Integrated
Preschool
Program
Parent Paid
Tuition
Students
(TABLED)

16. Recommend approval of the acceptance of a Tuition Free Student of Staff Member, in accordance with the MEA/MBOE Negotiated Agreement, (Student ID# 3491077643), in Grade 6 of the Manasquan Elementary School, for the 2022-2023 school year.

2022-2023
Tuition Free
Student of Staff
Member
Grade 6
(TABLED)

17. **Recommend** approval of the 2022-2023 contract for Participation in Cooperative Transportation Services with the Gloucester County Special Services School District to provide transportation for Student ID# 5959903931 to Bancroft School in Mount Laurel, in the amount of \$4,714.20 for the ESY program and \$31,730.40 for the September 2022 to June 2023 school year.

2022-2023
Co-op
Gloucester
County Special
Services School
District
(TABLED)

18. **Recommend** approval of the 2022-2023 Warrior Clubhouse Handbook and Tuition rates, as per **Document 1**.

2022-2023
Warrior
Clubhouse
Handbook
Document 1
(TABLED)

Professional Days

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

MES
Professional
Days
(No Report)

None for the Month

Student Action

Field Trips

MES Field Trips
(No Report)

20. **Recommend** approval of the field trips listed below: **None for the Month**

Placement of Students on Home Instruction

21. **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: **None for the month**

MES Home
Instruction
(No Report)

Placement of Students Out of District

Recommend approval of the 2022-2023 Extended School Year Placements and 2022-2023 September – June Placements list that reflects available tuition costs. (Transportation costs to be determined once routes are established), as per **Document 2**.

2022-2023 Out
of District
Placements
(TABLED)

Financials

23. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending **July, 2022** as per **Document 3**.

MES Central
Funds Report
Document 3
(TABLED)

Ms. Pollock asked if there were any Manasquan/Sending Districts items that require a separate vote. Seeing none she asked for a motion to approve Items #24 through #56.

Motion was made by Ms. Herbert, seconded by Mr. Vitale, to approve Manasquan/Sending Districts Items #24 through #56.

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (5) Ms. Bossone; Mr. Burns; Mr. Hoverter; Mr. Loffredo; Mr. Pellegrino

MOTION CARRIED

Manasquan/
Sending
Districts
General Items
#24 - #56

MANASQUAN/SENDING DISTRICTS

General Items

Secretary's Report/Financials

24. **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)**.

Financial
Reports

The Business Administrator/Board Secretary certifies that as of **JULY 2022** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Secretary's
Certification

Be It Resolved: Pursuant to N.J.A.C. 6A:23A-16.10 (c)3 the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **JULY 31, 2022** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

Acceptance of the Secretary's Certification

Recommend acceptance of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **JULY 31, 2022** as per **Document D.** (The Treasurer of School Moneys Report for the month of **JULY 2022** is on file in the Business Office and is in balance with the Secretary's Report).

Secretary's Financial & Investment Report Document D

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we the members of the Board of Education of the Borough of Manasquan, County of Monmouth, after having reviewed the Report of the Secretary and upon consultation with the appropriate officials, certify that as of **JULY 31, 2022**, 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 **2022-2023 budget for JULY and AUGUST** as recommended by the Superintendent of Schools, as per **Document D.**

Budget Certification Document D

Purchase Orders for the months of **JULY 2022** be approved, as per **Document E.**

Purchase Orders Document E

Recommend acceptance of the **Cafeteria Report – Document F (N/A) – No Report for the Month**

Cafeteria Report (No Report)

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$192,864.40** for the month of **AUGUST, 2022** be approved. Record of checks (**#51859** through **#51916**), and distributions are on file in the Business Office.

Bills (Current Expense)

Confirmation of **Bills (Current Expense)** for **JULY, 2022** at **\$3,344,888.41**) and checks (**#51722** through **#51858**).

Confirmation of Bills (Current Expense)

Recommend acceptance of the following **High School Central Funds Report** for the month ending **JULY 2022** as per **Document G.**

MHS Central Funds Report Document G

25. Recommend approval of the acceptance of a Tuition Free Student of Staff Member, in accordance with the MEA/MBOE Negotiated Agreement, (Student ID# 5462022776), in Grade 12 of the Manasquan High School, for the 2022-2023 school year.

2022-2023 Tuition Free Student of Staff Member – Grade 12

26. Recommend approval of the acceptance of the following Parent-Paid Tuition Student at Manasquan High School for the 2022-2023 school year, at the annual tuition amount of \$8,847.00:

2022-2023 Parent Paid Tuition Student Grade 9

- Student ID # (to be determined) C.S. Grade 9

27. Recommend approval of the agreement with Kroll, LLC, to provide the Manasquan Board of Education with an updated fixed asset accounting ledger for accounting and financial reporting as of June 30, 2022, as per **Document H.**

Kroll, LLC – Fixed Asset Accounting Document H

28. Recommend approval of Pay Application # 13 from H&S Construction & Mechanical, Inc., for the Manasquan High School Multipurpose Facility Project, in the amount of \$470,948.80 (pending attorney review).

Pay Application #13 – H&S Construction & Mechanical

29. Recommend approval of the submission of the American Rescue Plan – ESSER III Consolidated grant amendment application.

ESSER III Consolidated Grant Amendment Application

30. **Recommend** approval of the authorization for the School Business Administrator to execute a contract for the 2022-2023 school year with Tokio Marine Specialty Insurance Company, through Alliant, for the Pollution Liability coverage, in the estimated amount of \$13,114.15.

2022-2023
Pollution
Liability
Coverage

31. **Recommend** approval of the authorization for the School Business Administrator to execute a contract for the 2022-2023 school year with Selective Insurance for the Flood Insurance renewal, in the amount of \$6,794.00

2022-2023
Flood
Insurance

32. **Recommend** approval of the LiftEd Subscription Agreement between CentralReach, LLC and the Manasquan School District for use in conjunction with the 2022-2023 ABA program, in the amount of \$4,036.00, as per **Document I**. (attorney reviewed and approved).

LiftEd
Subscription
Agreement
Document I

33. **Recommend** approval of the following resolution authorizing the sale of surplus property:

Sale of Surplus
Property
through
GOVDeals

Whereas, the Manasquan Board of Education has determined that certain property described and incorporated herein is no longer needed for public use; and

Whereas, the Manasquan Board of Education intends to utilize the online auction services of GovDeals, the terms and conditions of which are available www.govdeals.com or by request at the District offices; and

Whereas, the sales are being conducted pursuant to N.J.S.A. 40A:11-36 and the guidance set forth in the Division of Local Government Services' Local Finance Notice 2019-15;

Therefore, be it resolved, by the Manasquan Board of Education hereby authorizes the sale of District property no longer needed for public use, and that the public sale shall be conducted through govdeals.com public online auction pursuant to N.J.S.A. 40A:11-36 and Local Finance Notice 2019-15 of the New Jersey Department of Community Affairs, Division of Local Government Services; and

Be it further resolved, that the sale of surplus property described below is to be sold in "as is," condition without expressed or implied warranties:

- ProFX 16V2 16-Channel Professional Effects Mixer (Serial Number: 204509900CPKN0350)
- NewTek SX-8 Audio Video Switcher Breakout Box (Serial Number: 8047873061)
- Alesis RA-100 Reference Amplifier (Serial Number: PA2400197)
- Blackmagic Smart Videohub CleanSwitch 12x12
- JVC Remote Control Unit RM-HP250 (2 available) (Serial Numbers: 075V1018, 085V1050)
- Leightronix IncodeX Stream (Serial Number: 00E0FB0B118C)
- Leightronix MINI-T-NX Network-Managed Video System Controller (Serial Number: 00E0FB05016F)
- Blackmagic SmartVideo Duo Rackmountable Dual 8 inch LCD (Serial Number: 5426212)
- Marshall V-R43P Triple 4 inch Rack Mounted LCD Panel (Serial Number: 7141707595)
- Toro Groundmaster 7200 Lawnmower (Model Number: 30360; Serial Number: 270000282)

34. **Recommend** approval of the *revised 2022-2023 School Year Calendar* as per **Document J**.

2022-2023
Revised School
Calendar
Document J

35. **Recommend** approval of the **adoption** of the following policies and regulations (first reading), as per **Document K**:

- P 1511 – Board of Education Website Accessibility – M (New)
- P 5722 – Student Journalism – M (New)

Policies for
Adoption – 1st
Reading
Document K

36. Recommend approval of the **amendment** of the following policies and regulations (first reading), as per **Document L:**

- P 0143.2-High School Student Representative to the Board of Education(*Revised by replacement*) - M
- P 0163 – Quorum
- P 2415 – Every Student Succeeds Act - M
- P 3270 – Professional Responsibilities
- R 3270 – Lesson Plans and Plan Books (*Revised by replacement*)
- P 5513 – Care of School Property – M
- R 5513 – Care of School Property - M
- P 5517 – School District Issued Student Identification Cards - M

Policies for Amendment – 1st Reading Document L

37. Recommend approval of the **abolishment** of the following policies and regulations, as per **Document M:**

- P 2432 – School Sponsored Publications
- R 2432 – School Sponsored Publications
- P 1648.13 – School Employee Vaccination Requirements

Policies for Abolishment Document M

38. Recommend approval of the purchase of instructional and administrative software titles and subscriptions as listed below for the 2022-2023 school year from Howard Technology Solutions. These purchases do not have an applicable state contract and the purchases qualify as exempt as per N.J.S.A. 18A:18A-5(19):

- Linewize Monitor - \$5,136.00
- NetRef - \$4,896.00

2022-2023 Software Titles & Subscriptions Linewize Monitor

NetRef

39. Recommend approval of the Investment Grade Energy Audit agreement with Honeywell, Inc. as per **Document N.**

investment Grade Energy Audit – Honeywell Inc. Document N

40. Recommend approval of the creation of a central fund account for the Welcome Warriors club.

Welcome Warrior Club Central Fund Acct.

41. Recommend approval of the donation from Orthopedic Institute/Brielle Orthopedic of a Cold Compression Rehab Unit in the amount of \$4,518.42

Donation Orthopedic Institute

42. Recommend approval of On Board ABA, LLC, to provide in-home therapy for OOD student #9024185332. Per IEP program includes 6 hours per week of ABA home programming therapy at a rate of \$130.00 per hour and one hour per week of BCBA supervision at a rate of \$60.00 per hour, not to exceed \$28,000.00.

On Board ABA, LLC – In-Home Therapy

43. Recommend approval of the 2022-2023 Nursing Services Plan, as per **Document O.**

2022-2023 Nursing Services Plan Document O

44. Recommend approval of the donations from the following businesses, to the Manasquan Schools Development Fund:

Donations to Manasquan Schools Development Fund

Spring Lake-Brielle Rotary Club	\$750
High Performance Foot & Ankle	\$750
Manasquan Bank	\$750

45. Recommend approval of the Curriculum List for the 2022-2023 School Year, as per **Document P.**

2022-2023 Curriculum List Document P

46. **Recommend** approval of the following personnel evaluation rubrics for the 2022-2023 school year as per **Document Q**:

- Manasquan Teacher Rubric
- Manasquan Reflective Practice Teacher Rubric
- Manasquan Counselor & Child Study Team Rubric
- Manasquan Educational Services Personnel Rubric
- Multidimensional Principal Performance Rubric
- Multidimensional Leadership Performance Rubric (*for school leaders other than principals*)
- Manasquan Non-Certificated Personnel Evaluation

47. **Recommend** approval of the District Teacher Mentoring Plan for the 2022-2023 school year, as per **Document R**.

48. **Recommend** approval of the District Professional Development Plan for the 2022-2023 school year, as per **Document S**.

49. **Recommend** the amendment of all previously approved school district travel taking place during fiscal year 2023 to provide reimbursement of \$0.47/mile rather than the previously approved \$0.35/mile pursuant to OMB Circular No. 23-02 and the Fiscal Year 2023 Appropriations Act.

50. **Recommend** approval of the Agreement between the Manasquan Public School District and the Borough of Manasquan to provide a Special Law Enforcement Officer II, the cost of which is estimated to be \$34,000 and will be split evenly between the Borough and the District. A copy of the agreement is on file at the Board Office.

51. **Recommend** approval of AA Physical Therapy, as district Physical Therapists for 10 hours a week at a rate of \$100.00 per hour for the 2022-2023 school year (not to exceed \$38,000.00).

52. **Recommend** approval of the following 2022-2023 Manasquan Board of Education Goals:

Goal 1: Student Achievement

The Board of Education will establish a committee of administrators, chaired by the Director of Curriculum and Instruction and including building principals, tasked with analyzing current student performance in advanced course offerings and identifying areas of concern in the district's current Advanced Placement program. The committee will investigate and evaluate the feasibility of implementing other advanced academic curricula options, such as International Baccalaureate, to be implemented in the middle and high school.

Goal 2: Curriculum, Instruction, and Professional Development

The Board of Education will facilitate through the scheduling of district professional development opportunities a vertical articulation program between teachers in Manasquan Elementary School, sending district elementary schools, and Manasquan High School.

Goal 3: Facilities

The Board of Education will facilitate the opening of the Manasquan High School Multi-Purpose Athletic Facility in the Fall of 2022 for use by Manasquan School District students and programs and the Manasquan Community consistent with the shared services agreement between the Board and the Borough of Manasquan.

2022-2023
Personnel
Evaluation
Rubrics
Document Q

2022-2023
District
Teacher
Mentoring Plan
Document R

2022-2023
Prof. Develop.
Plan
Document S

Revision of
Mileage
Reimburse-
ment Rate

Special Law
Enforcement
Officer II
Assignment

20220-023
AA Physical
Therapy
Services

2022-2023
Manasquan
Board of
Education
Goals

53. Recommend approval of the following 2022-2023 Manasquan School District Goals:

Goal 1: Student Achievement

The Superintendent will meet regularly with the established committee to review the current student achievement data and recommendations for potential future advanced curricular options.

Goal 2: Curriculum, Instruction, and Professional Development

The Superintendent will meet with the building principals, the Director of Curriculum and Instruction, and the sending district superintendents to plan dates and topics for vertical articulation meetings.

Goal 3: Facilities

The Superintendent will meet regularly with the district facilities use coordinator to actively monitor the use the new multi-purpose athletic facility and oversee the coordination of facility scheduling between the District and the Borough.

Professional Days

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

2022-2023
Manasquan
School District
Goals

MHS
Professional
Days

Date	Name	Destination	Purpose	Sub	Cost
October 25 – 26, 2022	Joseph Loffredo	Atlantic City	NJSBA 2022 Workshop	No	Hotel - \$118.00 M/IE - \$88.50 Mileage – \$66.74 Parking - \$50.00
August 16-October 20, 2022	Chryseis McHugh	Virtual	PLTW Principles of Biomedical Science	No	Registration - \$2500.00
August 15-October 26, 2022	Eric Wasnesky	Virtual	PLTW Human Body Systems Core Training	No	Registration - \$2400.00
September 22, 2022 October 24, 2022 November 4, 2022	Craig Murin	Virtual	Leadership Series Events	No	None
August – September 2022	Craig Murin	Virtual	Anti-Bullying Coordinator Certification	No	Registration - \$500.00
September 29-30, 2022	Lorraine Koenig	Chantilly, VA	Financial Literacy and Economics Conference	Yes	Registration - \$125.00 Hotel - \$257.00 Meals - \$118.50
September 29-30, 2022	Linda Hoeler	Chantilly, VA	Financial Literacy and Economics Conference	Yes	Registration - \$125.00 Hotel - \$257.00 Meals & Incidentals - \$118.50 Mileage - \$216.20
September 9, 2022 October 7, 2022 November 18, 2022 December 9, 2022 January 13, 2023 February 10, 2023 March 10, 2023 April 21, 2023 May 5, 2023 June 2, 2023	Margaret Polak	Various Monmouth County Locations - TBD	MC3 Curriculum Consortium	No	Mileage Not to Exceed - \$250.00

September 29, 2022	Tara Tholen-Lobel	Robbinsville	Board Secretary/Treasurer Training	No	Registration - \$50.00
October 20, 2022	Tara Tholen-Lobel	Robbinsville	Purchasing Requirements Training	No	Registration - \$50.00
February 2, 2023	Tara Tholen-Lobel	Robbinsville	DOE Budget Software Training	No	Registration - \$50.00
November 29, 2022	Tara Tholen-Lobel	Robbinsville	OPMA Training	No	Registration - \$50.00

MHS Professional Days (continued)

Student Action
Field Trips

55. 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 Funds</u>
2022-2023 SY Dates TBD - 9 Trips	Amy Edwards Lawrence Chiang Nurse - TBD	Esports Team	Various Locations- TBD	Esports Team Competitions	Yes-1	Bus - \$425 Per trip	None
October 25, 2022	Amy Edwards Jason Snyder Lawrence Chiang Nurse - TBD	AOE - Steam Tank	Atlantic City Convention Center	2022 STEAM Tank Presentation	Yes - 4	1 Bus - \$425.00	None
November 10, 2022	Amy Edwards Jason Snyder Lawrence Chiang Nurse - TBD	AOE - Steam Tank	Atlantic City Convention Center	2022 STEAM Tank Presentation	Yes - 1	1 Bus - \$425.00	None
2022-2023 SY Dates TBD - 2 Trips	Amy Edwards Jason Snyder Lawrence Chiang Nurse - TBD	AOE - Steam Tank	Location - TBD	2022-2023 STEAM Tank Regional and States Competitions	Yes - 4	1 Bus - \$450.00 Per trip	None

MHS Field Trips

Placement of Students on Home Instruction

56. 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: **None for the month**

MHS Home Instruction (No Report)

Ms. Pollock asked if there was any Old or New Business to come before the Board.

57. Old Business/New Business

Old Business / New Business

Seeing no Old or New Business, Ms. Pollock asked for a motion to enter into Executive Session.

Motion was made by Mr. Cattani, seconded by Mr. Sorino, and approved by voice vote of all those present in favor to enter into Executive Session at 8:13 p.m.

MOTION CARRIED

Executive Session

58. 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.

Executive Session

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
- X 4. Collective Bargaining (Sidebar Agreement)
- ___ 5. Acquisition of Real Property or Investment of Fund
- ___ 6. Public Safety Procedures
- ___ 7. Litigation or Contract Matters or Att./Client
- X 8. Personnel Matters (Hiring, Resignation, Leave of Absence, Employee Performance, Termination)
- ___ 9. Imposition of Penalties Upon an Individual

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

Ms. Pollock asked for a motion to reconvene the public meeting.

Motion to Reconvene

Motion was made by Mr. Cattani, seconded by Mr. Sorino, and approved by voice vote of all those present in favor to reconvene the public meeting at 8:38 p.m.

MOTION CARRIED

59. Roll Call

<i>Bruce Bolderman – call in</i>	<i>Rebecca Herbert (Belmar)</i>	<i>Thomas Pellegrino – absent</i>
<i>Donna Bossone – absent</i>	<i>Terence Hoverter – absent</i>	<i>Alexis Pollock</i>
<i>Martin Burns - absent</i>	<i>Matthew Johnson (Avon)</i>	<i>Alfred Sorino</i>
<i>Eugene Cattani</i>	<i>Joseph Loffredo - absent</i>	<i>Tedd Vitale (Brielle)</i>

**Quorum reached for Sending Districts only*

Roll Call

Ms. Pollock reported a Quorum has not been reached for the Manasquan Board Members and that Manasquan Item #60 -MES Personnel would be Tabled until the next meeting.

MANASQUAN
Personnel

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

Manasquan Item #60
MES Personnel
Document 4
(TABLED)

Ms. Pollock asked for a motion to approve Manasquan/Sending Districts Items #61 and #62.

Motion was made by Mr. Sorino, seconded by Mr. Vitale, to approve Manasquan/Sending Districts Item #61 – High School Personnel, as specified in Document T and Item #62 – Sidebar agreement #09 MEA/MBOE, as specified in Document U.

Manasquan/Sending Districts #61 & #62

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (5) Ms. Bossone; Mr. Burns; Mr. Hoverter; Mr. Loffredo; Mr. Pellegrino

MOTION CARRIED

MANASQUAN/SENDING DISTRICTS

Personnel

61. **Recommend** approval of the High School personnel as per **Document T**.
62. **Recommend** approval of sidebar agreement #09 between the Manasquan Education Association and the Board of Education, as per **Document U**.

Ms. Pollock asked for a motion to adjourn.

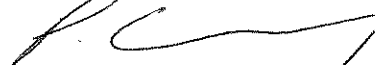
Motion was made by Mr. Cattani, seconded by Ms. Herbert, and approved by voice vote of all those present in favor to adjourn the meeting at 8:45 p.m.

MOTION CARRIED

63. **Adjournment**

Motion to Adjourn.

Respectfully submitted,


Pete Crawley, Ed.D.
Board Secretary

MHS Personnel
Document T

MEA/MBOE
Sidebar
Agreement #09
Document U

Adjournment