

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, September 15, 2020.

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

*Bruce Bolderman
Donna Bosson
Martin Burns
Eugene Cattani*

*Mark Furey (Belmar)
Terence Hoverter - absent
Dennis Ingoglia (Brielle)
Todd Leonhardt (Sea Girt) - absent*

*Joseph Loffredo
Thomas Pellegrino
Alexis Pollock
Alfred Sorino*

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

Quorum Reached

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

5. Mission Statement

Mission Statement

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

6. Statement to the Public

Statement to the Public

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

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

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

Roll Call Vote: Ayes (8); Nays (0); Abstain (2) Mrs. Bossone, Mr. Furey; Absent (2) Mr. Hoverter, Mr. Leonhardt

MOTION CARRIED

Minutes

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 August 13, 2020. 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 for the Month

Mr. Cattani turned the floor over to Mr. Robert Notley for a project update.

9. Presentations

• **New Road Construction Project Update – Presented by Robert Notley**

Mr. Notley provided an update of the referendum project. He reviewed the overall referendum budget and summary of the project contracted with Thermal Piping. He reported on the current status of the on-going HVAC replacement, new HVAC controls and upgrades to the fire alarm system. Mr. Notley reported on the following additional projects involving refinishing of the cafeteria floor and gymnasium renovations being completed by Nickerson Corp. He reviewed the project change orders and reported a current project contingency of \$975,780.24. He concluded his report with progress photos of the HVAC work and refinishing of the cafeteria and gym floors.

Presentation

New Road
Construction
Project Update
Mr. Notley

Dr. Kasyan commented on the numerous projects that were accomplished over the summer months in the schools and marveled at this accomplishment. He commended Matt Hudson for his dedication to the projects and his efforts in working along with Rob Notley and Joe McDermott to make sure everything moved along efficiently. Dr. Kasyan thanked Rob Notley and Joe McDermott for their constant commitment to the district and seeing that the projects progress flawlessly, on time and under budget. He thanked Ron Goldsmith and Marc LaRusso for their assistance with the project in making sure that all was operational by the opening of the school year. Dr. Kasyan thanked Dr. Crawley for being an integral factor for the success that we have experienced with the project. Mr. Notley thanked Dr. Kasyan and complimented Thermal Piping and all the subcontractors, along with Matt Hudson, for their commitment to the project.

• **1941 Manasquan High School Class Picture Donation on Behalf of Berneice Brown (Feimster) – Received from the Vosilus Family**

Dr. Kasyan thanked the Vosilus Family for a picture donated on behalf of Berneice Brown of the 1941 Manasquan High School Class. He was appreciative of a piece of tradition presented to the Manasquan Board of Education.

1941 MHS
Class Picture
Donation

Dr. Kasyan ended the presentation portion of the meeting.

Mr. Cattani continued with the Principals' Reports and turned the floor over to Mr. Goodall.

10. Principals' Reports

- Lower Elementary School (PK-4) – Colleen Graziano
- Upper Elementary School (5-8) – Megan Manetta
- High School – Robert Goodall

Principals'
Reports

Mr. Goodall – High School Report:

Mr. Goodall thanked the board for the opportunity to speak this evening. He recapped the team effort and months of planning to get the building and staff ready for the opening of school. He thanked his

MHS Report
Mr. Goodall

colleagues at his building level, the teachers, the central office, Matt Hudson and his custodial staff for assisting in this process. He said the arrival of the students last Wednesday made all the efforts worthwhile. He reviewed the protocol in place relating to COVID symptom screening upon entry to the high school, the blue/gray schedule, classroom and cafeteria set up and the thorough cleaning conducted of the entire building every day and on the weekends. He reported a very successful opening in terms of bringing the students and staff back to the classroom. Mr. Goodall reported on the return to fall sports and activities following all the NJSIAA protocols.

MHS Report
Mr. Goodall

Mr. Loffredo asked if any students had to be kept out of school or sports. Mr. Goodall said that students are not attending school upon their own choice and no students have been denied entry upon arrival at this time. Students have been very compliant going through temperature checks and wearing their masks. He addressed Mrs. Bossone's question on the students concerns with COVID and said that the vast majority of students are excited to be back. Mr. Goodall addressed Mr. Loffredo's question on the direction taken for teachers to conduct live virtual instruction and said this was at the teacher's discretion, but many are using this tool. Mr. Goodall concluded his report.

Mrs. Graziano – Lower Elementary School Report:

MES Lower
School
Mrs. Graziano

Mrs. Graziano said it was nice to be back in person and welcome in a new school year. She thanked all involved in preparing for the opening of the school year, especially the custodial staff, Matt Hudson and Dr. Crawley for all of their support and efforts. Parents have been very supportive and cooperative in preparing for the opening of school. The students are happy to be back in the classroom and are adjusting to the new routine. She provided an update on the virtual learning platform and the process that will be used for a virtual Back to School Night programs. She thanked Ms. Kukoda for assisting the teachers with their programs for a full remote day. She thanked Mrs. Polak for her assistance in preparing the Warrior Club House program. The PTO is planning a virtual meeting along with creative activities for the children and fundraising. Mrs. Graziano addressed Mr. Cattani's question on the lunch service and said it went very well utilizing the cafeteria and part of the gymnasium. She also complimented Simplified Culinary for adapting to this new routine. She addressed Mr. Sorino's question on the students wearing masks and said they are being very compliant and handling this very well. Mrs. Graziano explained the process involved with the use of the playground equipment by the students by rotating classes with cleaning in between use. Mr. Loffredo asked that the teachers be thanked for their creativity with mask breaks and their handling this situation. Mrs. Graziano concluded her report.

Mrs. Manetta – Upper Elementary Report:

MES Upper
School
Mrs. Manetta

Mrs. Manetta said it was a pleasure being here this evening and she thanked everyone for the opportunity to serve the Manasquan community. She thanked Mrs. Graziano for her help and support during the transition into the Manasquan Elementary School. She complimented the dedicated group of people at the elementary school for all they have done in preparation for the opening of school. Grades 5 – 8 in-person and virtual programs had a great start to the school year. She explained how the virtual learning process is being conducted by the teachers and is grateful for the collaboration with their colleagues in order to provide a high-quality curricular experience for the virtual learners. In-person instruction has been very focused to transition the students back to school to assure that they feel safe and comfortable. Students are being very compliant with wearing masks and adhering to the guidelines and are happy to be back in school with their teachers and peers. She explained the process that is in place to avoid large numbers of students being in the hallways. Students in grades 6 through 8 now have ID badges and are wearing them proudly. A virtual PTO Meeting is being planned and fundraising plans for the traditional 8th grade mum sale is underway. Mrs. Manetta concluded her report.

Mr. Pellegrino asked if there have been any issues with the HVAC system in the elementary school. Mrs. Graziano said they have not experienced any problems and the building has been very comfortable.

Dr. Kasyan thanked Mrs. Manetta for giving her first presentation and welcomed her to Manasquan.

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

Julie Coccozza, 45 N. Potter Avenue, Manasquan – Ms. Coccozza is a grandmother of a kindergarten student. She asked if the boom in real estate in the area had an effect on the enrollment from last year to today. Mr. Cattani reported enrollment was down one student from last year in the elementary school and an increase in the high school as a result of last year’s 8th grade students entering high school. She commended the board and administration for having a full day – five-day program unlike many schools in the area.

There were no additional comments on agenda items. Mr. Cattani opened the public forum on any topic agenda or otherwise.

12. Public Forum

Public Forum

Seeing no comments, Mr. Cattani closed the Public Forum.

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

13. Discussion Items September 15, 2020 Agenda

- **Education, Curriculum & Technology**

C.O.W.
Discussion
Items

Dr. Kasyan reported that currently there are 91 high school students and 40 elementary school students in the virtual learning platform with approximately 92% of the total enrollment actively engaged in the in-person learning process. He reported a very clean start of the school year. He complimented the administrative team and the teachers for developing an educational platform of value.

Enrollment
Update

Dr. Kasyan provided an update on the Equity Committee. The committee chairs have provided goals and they were retooled and returned to the subcommittees. He provided the names of the committee members and thanked them for being actively engaged in creating goals, objectives, and a plan. A report is tentatively planned for the November meeting.

Equity
Committee
Update

- **Personnel– To be Discussed in Executive Session- Agenda Items***
- **Policy**

Policy

Dr. Kasyan reported that discussion is taking place to develop a policy for parent paid tuition students paying partial tuition for siblings. He asked the board to give this some thought for future discussion at next month’s meeting. Dr. Crawley provided the financial impact this will have on the district’s tuition revenue if we were to charge half-tuition for siblings. Dr. Kasyan said that this may also attract more students from outside our districts to attend Manasquan Schools. Dr. Crawley addressed Mrs. Pollock’s question on surrounding districts that have such a policy and said he would have to research this and get back to her.

Proposed
Partial Parent
Paid Tuition for
Siblings

Mr. Pellegrino commented that taking in more revenue is good, but we have to take into consideration the sending districts are obligated to pay a certain amount for their students that is more than what is being paid by the tuition student. Dr. Kasyan will provide a sample policy in the Friday Packet prior to the next meeting.

- **Policies for Revision-2nd Reading- Agenda Items ***
 - P1648.02 – Remote Learning Options for Families (New)

Dr. Kasyan reported on a revision to policy P1648.02 that is on the agenda for approval of the 2nd reading.

Dr. Kasyan turned the floor over to Dr. Crawley for the Finance portion of the Committee of the Whole.

- **Finance**
 - Enrollment and Tuition

Dr. Crawley said he would provide tuition rates for the surrounding districts along with their policies on pricing.

Dr. Crawley reported a decrease of one parent-paid tuition student at Manasquan Elementary School and an increase of four parent paid tuition students at the high school resulting in a net increase of parent-paid tuition students of three. He reported that the MEA contract agreement allows faculty and staff to have their children attend the district schools free of charge in both schools or at half price tuition in the high school if hired after a certain year. The number of out of district faculty students has increased to sixteen students at the elementary school and three at the high school. Mr. Cattani reported earlier that the total enrollment at the elementary school is down one student and the total enrollment at the high school is up sixty students. Thirty-three of the high school students included in the increase are from the sending districts.

- Sending District Enrollment (Budgeted vs. Actual)

Dr. Crawley explained how the tuition rate is established for the sending districts and that it is based on numbers provided by the sending district at budget time. In two years, the tuition rates are adjusted based on the actual certified rate, and then the sending districts receive an adjustment either up or down from what was originally charged. He provided the number each district initially reported in comparison to the actual number in attendance and explained how this can directly affect their future budgets if their actual enrollment is significantly higher than initially reported.

- **Buildings & Grounds/Facilities**
 - Elementary School Boiler – Collapsed Breeching

Dr. Crawley reported on the collapsed breeching (chimney) that has been realized at the elementary school. Mr. McDermott, from New Road Construction Management, determined that it could possibly be a result of faulty construction when installed in 2012. The installer will be onsite on Thursday to look at the breeching. With time of the essence and the heating season commencing on October 15th this must be addressed at this time. We have asked for legal advice from Mr. Gross's office on how to approach this matter. Dr. Crawley referred to Item #36 on the agenda to withdraw funds from the Capital Reserve account to cover the cost of replacing the breeching should this have to go to litigation and not be covered by the contractor. He reported that the low quote received currently was from Thermal Piping who are currently working on the HVAC project at the high school.

Dr. Kasyan concluded the Committee of the Whole portion of the meeting and continued with the Superintendent's Report.

Dr. Kasyan asked Mr. Cattani to read the Resolution designating October 23rd through October 31st as "School Violence Awareness Week/Red Ribbon Weeks."

Proposed
Partial Parent
Paid Tuition for
Siblings

2nd Reading
P1648.02

Finance

Enrollment &
Tuition

Sending
District
Enrollment
(Budget vs.
Actual)

Buildings &
Grounds/
Facilities

E.S. School
Boiler –
Collapsed
Breeching

14. Superintendent’s Report & Information Items

Recommend approval of the following resolution to designate October 23rd through October 31st as “School Violence Awareness Week/Red Ribbon Weeks”

WHEREAS, the Manasquan Board of Education values the health and safety of all of our students, and;

WHEREAS, substance abuse is particularly damaging to one of our most valuable resources, our children, and a contributing factor in the three leading causes of death for teenagers – accidents, homicides, and suicides, and;

WHEREAS, it is the goal of School Violence Awareness Week/Red Ribbon Weeks and the Manasquan School District to involve families, schools, businesses, churches, law enforcement agencies and service organizations in all aspects of this campaign and establishes an atmosphere that supports awareness, education and on-going initiatives to prevent illegal drug and alcohol use, and;

WHEREAS, the School Violence Awareness Week/Red Ribbon Weeks Campaign theme promotes family and individual responsibilities for living healthy, drug-free lifestyles, without illegal drugs and alcohol or the illegal use of drugs and alcohol, and;

WHEREAS, the Manasquan School District shall plan activities in conjunction with Red Ribbon Week Campaign which supports awareness, education and promoting a healthy lifestyle for the students and families of the Manasquan School District.

NOW, THEREFORE, BE IT RESOLVED, that Manasquan Board of Education does hereby proclaim October 19th to 31st 2020 as “Red Ribbon Week.”

- **School Violence Awareness Week** – Since 2003, schools and districts have been observing School Violence Awareness Week during the week beginning with the third Monday in October, which is October 19-23, 2020, as required by N.J.S.A. 18A:36-5.1. To help school districts, charter schools and approved private schools for students with disabilities comply with the requirements for School Violence Awareness Week, the New Jersey Department of Education (NJDOE) has provided guidance that is available online at:
<http://www.nj.gov/education/students/safety/sandp/climate>
- **Week of Respect** – Additionally, the *Anti-Bullying Bill of Rights Act (P.L.2010, c122)* requires that the week beginning with the first Monday in October (October 5-9 in 2020) of each year be designated as a “Week of Respect” in New Jersey. School districts and charter schools (but not approved private schools for students with disabilities), in order to recognize the importance of character education, are required to observe the week by providing age-appropriate instruction focusing on preventing harassment, intimidation or bullying (HIB). Several resources were provided by the New Jersey Department of Education (NJDOE).

“School
Violence
Awareness
Week/Red
Ribbon Weeks”
Resolution

School Violence
Awareness
Week

Week of
Respect

Dr. Kasyan reported on the district enrollment as of September 9th, as specified in Document A.

- **Enrollment– Document A**
 - **Total Enrollment as of September 9th – 1,550**
 - **High School – 1,015**
 - **Elementary School – 535**

Enrollment
Document A

- **Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports–
Document B (N/A)
No Report for the Month**

Dr. Kasyan reported on the HIB Monthly Report, as specified in Document C.

- **HIB Monthly Report – Document C**
 - **High School: One Incident – 1 Not HIB**
 - **Elementary School: No Report for the Month**

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

- **Report of the Assistant Superintendent**

Mr. Place assured the board that we did not run out of laptops and apologized for not having laptops this evening. As a result of the increased enrollment and the difficulty met in purchasing laptops over the summer, he needed the laptops used by the board for students. An order has been placed and he hopes to have this corrected by the October meeting. Mr. Place explained a new process used this year for laptop distribution and reported that overall it went very well. Over 1200 laptops have been distributed to date to students. He recalled the amendment to the student laptop policy approved in August increasing the use fee from \$50 to \$60 and reported that with the increase 89% of the parents chose to pay the use fee with 40% of parents using the new online Pay School system to make this payment. Mr. Place concluded his report.

Dr. Kasyan thanked Mr. Place, the technology team and Tara Hudson for conducting a flawless laptop distribution.

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

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

Mr. Coppola thanked the board for their support. He said the work over the summer set the foundation for a great opening. The Extended School Year and Summer Skills programs were well received and provided a positive experience. Curriculum writing was conducted over the summer utilizing Microsoft Teams. Virtual training modules were put together by some of our expert teachers and were made available to all of the teachers. Mr. Place and Ms. Kukoda offered training in live stream over the summer and many teachers were involved to allow for a strong opening of school. He discussed the professional development conducted on September 8th. Teachers are gauging where students are emotionally, socially, and academically. Students' learning gaps in specific classes are being addressed and focused on by the teachers. He thanked the principals for their leadership and recognized Mrs. Kenney for all the efforts made with scheduling the high school under unbelievable circumstances. Mr. Coppola concluded his report.

Dr. Kasyan said that it takes professional development to help teachers develop methodologies that make them as good in the virtual world as they are in the classroom. He thanked Mr. Coppola and the administrators for helping to get this off the ground.

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

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

Mrs. Kenney thanked everyone for their assistance in preparing for the opening of the school year. She complimented the high school and elementary school counselors who worked collectively over the summer. Red Ribbon Week will give the opportunity to provide support along with social and emotional learning for the students. She thanked her administrative assistant, Ms. Price, for her assistance with the registration process over the summer. Student were effectively placed in classes and courses. She is currently working on the recruiting process for the elementary school students in Manasquan and the sending districts. Virtual college visits and college application workshops are being arranged for students and parents. PSAT testing will be offered on two days with the first test on October 14th for

Fire Drills
(No Reports)

HIB Report
Document C

Assistant
Superintendent
Report
Mr. Place

Director of
Curriculum and
Instruction
Report
Mr. Coppola

Director of
School
Counseling
Services Report
Mrs. Kenney

juniors with the remainder of the students having a virtual learning day. This will allow for safe social distancing during the testing. The second date will be in January for sophomores and freshmen. Mrs. Kenney concluded her report.

Director of School Counseling Services Report
Mrs. Kenney

Dr. Kasyan agreed that having a virtual day on October 14th at the high school only was the best choice because the PSAT is a very important test for the juniors. There will be a second virtual day on October 16th for both schools.

Mr. Loffredo commented that having the Freshmen Orientation program live was helpful for the students and he received very positive feedback. Dr. Kasyan said it was well done and safely done.

Dr. Kasyan concluded the Superintendent's Report.

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

Acceptance of the Supt's Report

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

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

MOTION CARRIED

Recommend approval and acceptance of the Superintendent's Report.

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

Manasquan General Items #15 - #24

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

Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (1) Mr. Hoverter

MOTION CARRIED

MANASQUAN

General Items

15. **Recommend** acceptance of a Parent-Paid Tuition Student (SID# 9264236744) in the Integrated Preschool 3-year old Program in the Manasquan Elementary School, for the 2020-2021 school year, at the annual tuition rate of \$1,100.
16. **Recommend** acceptance of a Parent-Paid Tuition Student (J.D. - SID# to be determined) in the 3rd grade in the Manasquan Elementary School, for the 2020-2021 school year, at the annual tuition rate of \$8,308.
17. **Recommend** approval of the acceptance of the Digital Divide Grant, in the amount of \$50,787.00 to be used to increase the district's 1:1 program.
18. **Recommend** approval of the acceptance of the following Tuition Free Students of Staff Members, in accordance with the MEA/MBOE Negotiated Agreement, in the Manasquan Elementary School for the 2020-2021 school year:
 - Student ID# 9785601873 – Kindergarten
 - Student ID# 1810137644 – Kindergarten
 - Student ID# 9953245829 – Grade 2
 - Student ID# 1872839224 – Grade 2
 - Student ID# 4757827032 – Grade 2 (9/9/20 – 1/29/21)
 - Student ID# 4099342554 – Grade 4 (9/9/20 – 1/29/21)
 - Student ID# 294791 – Grade 4 (9/9/20 – 1/29/21)
 - Student ID# 7851307829 – Grade 4

MES Parent-Paid Tuition Student – Preschool

MES Parent-Paid Tuition Student – Grade 3

Digital Divide Grant

MES Tuition Free Students of Staff Members

19. **Recommend** approval of the continuation of placement of the following Tuition Free Students of Staff Members, in accordance with the MEA/MBOE Negotiated Agreement, in the Manasquan Elementary School for the 2020-2021 school year:

- Student ID# 8914370595 – Grade 1
- Student ID# 9928026984 – Grade 1
- Student ID# 2266598600 – Grade 1
- Student ID# 9145538828 – Grade 3
- Student ID# 1977268868 – Grade 3
- Student ID# 3770441278 – Grade 6

Professional Days

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

Student Action

Field Trips

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

Placement of Students on Home Instruction

22. **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: **No Report for the Month**

Placement of Students Out of District

23. **Recommend** approval of the 2020-2021 September – June Placements list that reflects tuition and transportation costs. (Transportation costs to be determined once routes are established), as per **Document 1**.

Financials

24. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending **August, 2020 as per Document 2**.

Mr. Cattani asked if there were any Manasquan/Sending District General Items that required a separate vote. Seeing none, he asked for a motion to approve Items #25 through #39.

Motion was made by Mr. Loffredo, seconded by Mr. Sorino, to approve Manasquan/Sending District General Items #25 through #39.

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

MOTION CARRIED

MANASQUAN/SENDING DISTRICTS

General Items

25. **Secretary's Report/Financials**

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

The Business Administrator/Board Secretary certifies that as of **AUGUST 31, 2020** 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

MES Tuition Free Students of Staff Members – Continuation of Placement

MES Professional Days (No Report)

MES Field Trips (No Report)

MES Home Instruction (No Report)

2020-2021 Out of District Placements Document 1

Financials MES Central Funds Report Document 2

Manasquan/Sending District General Items #25 - #39

Financial Reports

Secretary's Certification

District Taxes

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 **AUGUST 31, 2020** 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 **AUGUST 31, 2020** per **Document D**. (The Treasurer of School Moneys Report for the month of **AUGUST, 2020** 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 **AUGUST 31, 2020**, 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 AUGUST and SEPTEMBER** as recommended by the Superintendent of Schools, as per **Document D**.

Purchase Orders for the months of **SEPTEMBER 2020** be approved, as per **Document E**.

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

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$1,501,166.81** for the month of **SEPTEMBER, 2020** be approved. Record of checks (**#46824 through #46899**), and distributions are on file in the Business Office.

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$54,945.14** for the month of **SEPTEMBER, 2020** be approved. Record of checks (**#1149 through #1154**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **AUGUST, 2020** at **\$1,598,589.19** and checks (**#46743 through #46823**) and **(Capital Expense)** for **AUGUST, 2020** at **\$891,808.36** and checks (**#1134 through 1148**).

Recommend acceptance of the following High School Central Funds Report for the month ending **AUGUST 2020** as per **Document G**.

26. Recommend approval and acceptance of the proposal from McManimon-Scotland-Baumann, 75 Livingston Avenue, Roseland, NJ, for Bond Council Services, effective July 1, 2020 through June 30, 2021, as per fee schedule.

27. Recommend approval and acceptance of the proposal from Robert A. Hulsart and Company, 2807 Hurley Pond Road, Wall, NJ, for Auditing Services, effective July 1, 2020 through June 30, 2021, in the annual amount of \$13,750.00.

District Taxes

Acceptance of the Secretary's Certification

Secretary's Financial & Investment Report Document D

Budget Certification Document D

Purchase Orders Document E

Cafeteria (No Report)

Bills (Current Expense)

Bills (Capital Expense)

Confirmation of Bills (Capital and Current Expense)

MHS Central Funds Report Document G

Bond Council Services

Auditing Services

28. Recommend approval of payment of the following Pay Applications:

- Thermal Piping – Pay Application 8-Rev – MHS HVAC/Fire Alarm Project \$745,624.18
- Thermal Piping – Pay Application 9-Rev – MHS HVAC/Fire Alarm Project \$579,213.41
- Nickerson Corp. – Pay Application 2 – MHS Gymnasium Renovations \$238,379.27
- Nickerson Corp. – Pay Application 3 – MHS Gymnasium Renovations \$ 37,080.96

*Pay Applications
Thermal Piping
#8 & #9*

*Nickerson
Corp. #2 & #3*

29. Recommend approval of the acceptance of the following Parent-Paid Tuition Student in the Manasquan High School for the 2020-2021 school year, at the annual tuition rate of \$8,308:

- Grade 10 – Student ID# 4661105187
- Grade 11 – Student ID# 224797
- Grade 12 – Student ID# (to be determined) – M.N.

MHS Parent-Paid Tuition Students

30. Recommend approval to rescind the continuation of placement of Student ID# 127477146, as a Parent-Paid Tuition Student in Grade 12 in the Manasquan High School for the 2020-2021 school year. Student has obtained residency in Manasquan.

Rescind Placement – Parent Paid Tuition Student

31. Recommend approval of the adoption of the Procurement Procedures for School Food Authorities – Form 326, as per **Document H**.

*Procurement Procedures for SFA's
Document H*

32. Recommend approval of the second reading and adoption of the following policies and regulations, as per **Document I**:

- P1648.02 – Remote Learning Options for Families (New)

*Policy
P1648.02
Document I*

33. Recommend approval of the following personnel evaluation rubrics for the 2020-2021 school year as per **Document J**.

- Manasquan Teacher 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

*2020-2021 Personnel Evaluation Rubrics
Document J*

34. Recommend approval of the Alliance for Competitive Telecommunications (ACT) Participation Agreement for Cooperative Purchasing of Telecommunication Services for the 2020-2021 school year, as per **Document K**.

*2020-2021 ACT Agreement
Document K*

35. Recommend approval of the *revised 2020-2021 School Year Calendar* as per **Document L**.

*2020-2021 Revised Calendar
Document L*

36. Recommend approval of a Capital Reserve withdrawal, in the amount of \$40,000, to cover the cost of replace the breeching at the elementary school.

Capital Reserve Withdrawal (Breeching Replacement)

Professional Days

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

MHS
Professional
Days

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
September 19, 2020	Rosa Russo	Online Webinars	Italian Activity Integration	No	Registration-\$35.00
October 20, 2020	James Fagen	Monmouth University	LGBTQ Inclusive Curriculum Conference	Yes	Registration - \$199.00
October 23-25, 2020	Melissa Galano	Virtual	National Dance Education Organization Conference	Yes	Registration - \$195.00
July 20-23, 2020	Joanne Lobosco	APSI Rutgers University Online	AP Training Human Geography	No	Registration - \$900.00
September 11, 2020 October 2, 2020 November 13, 2020 December 4, 2020 January 8, 2021 February 5, 2021 March 5, 2021 April 16, 2021 June 4, 2021	Richard Coppola	Monmouth County Curriculum Director Meetings	Curriculum and Instruction Updates	No	Mileage - \$4.24 cost per meeting

Student Action

Field Trips

MHS Field Trips
(No Report)

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

Placement of Students on Home Instruction

MHS Home
Instruction
(No Report)

39. **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: **No Report for the Month**

Mr. Cattani asked if there was any Old or New Business to come before the board. Seeing none he asked for a motion to enter into executive session.

Old/New
Business

40. **Old Business/New Business**

Motion was made by Mr. Burns, seconded by Mr. Loffredo, and approved by voice vote of all those present in favor to enter into Executive Session at 7:40 p.m. **MOTION CARRIED**

Executive
Session

41. **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 (Student Matter)
- 2. Impact Rights to Receive Federal Funds
- 3. Unwarranted Invasion of Individual Privacy
- 4. Collective Bargaining
- 5. Acquisition of Real Property or Investment of Fund
- 6. Public Safety Procedures
- 7. Litigation or Contract Matters or Att./Client
- 8. Personnel Matters (Hiring, Leave of Absence, Resignation)
- 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 to Reconvene

Motion was made by Mr. Sorino, seconded by Mr. Bolderman, and approved by voice vote of all those present in favor to reconvene the meeting at 8:20 p.m. MOTION CARRIED

42. Roll Call

Roll Call

<i>Bruce Bolderman</i>	<i>Mark Furey (Belmar)</i>	<i>Joseph Loffredo</i>
<i>Donna Bossone</i>	<i>Terence Hoverter - absent</i>	<i>Thomas Pellegrino</i>
<i>Martin Burns</i>	<i>Dennis Ingoglia (Brielle)</i>	<i>Alexis Pollock</i>
<i>Eugene Cattani</i>	<i>Todd Leonhardt (Sea Girt) - absent</i>	<i>Alfred Sorino</i>

Quorum Reached

Mr. Cattani asked for a motion to approve Manasquan Item #43.

Motion was made by Mr. Pellegrino, seconded by Mr. Burns, to approve Item #42 – Elementary School Personnel, as specified in Document 3.

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

Manasquan Item #43
E.S. Personnel Document 3

MANASQUAN

Personnel

43. Recommend approval of the Elementary School personnel as per **Document 3.**

Mr. Cattani asked for a motion to approve Manasquan/Sending District Item #44.

Manasquan/Sending Districts Item #44
H.S. Personnel Document M

Motion was made by Mr. Bolderman, seconded by Mr. Ingoglia, to approve Item #43 – High School Personnel, as specified in Document M.

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mr. Leonhardt MOTION CARRIED

MANASQUAN/SENDING DISTRICTS

Personnel

- 44. Recommend** approval of the High School personnel as per **Document M.**

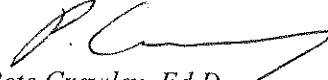
Mr. Cattani asked for a motion to adjourn.

Motion was made by Mrs. Pollock, seconded by Mr. Sorino, and approved by voice vote of all those present in favor to adjourn the meeting at 8:22 p.m. **MOTION CARRIED**

- 45. Adjournment**

Motion to Adjourn

Respectfully submitted,


Pete Crawley, Ed.D.
Board Secretary

*Manasquan/
Sending
Districts Item
#44
H.S. Personnel
Document M*

Adjournment