

**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 08736, on Tuesday, September 20, 2022.*

*The President, Ms. Pollock, called the meeting to order at 6:01 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 stand and join in the Pledge of Allegiance.*

**3. Pledge of Allegiance**

**4. Roll Call**

Roll Call

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

*Also Present: Dr. Frank Kasyan, Superintendent of Schools; Dr. Pete Crawley, School Business Administrator/Board Secretary; Jesse Place, Assistant Superintendent of Schools; Gabrielle Pettineo, Board Attorney; Sandi Freeman, Recording Secretary; Margaret Bodnar, Student Board Representative.*  
*Quorum Reached*

*Marin McCarthy, Student Board Representative arrived at 6:15 p.m.*  
*\*Mr. Pellegrino left the meeting at 6:21 p.m. and Mr. Sorino left the meeting at 6:27 p.m.*

*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. Hoverter, seconded by Mr. Sorino, to approve the minutes as specified in Item #7.*

*Roll Call Vote: Ayes (6); Nays (0); Abstain (1) Mr. Hoverter, Absent (5) Ms. Bossone; Mr. Burns; Mr. Johnson; Mr. Loffredo; Mr. Vitale*

*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 16, 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.

*Ms. Pollock reported that the agenda would be addressed out of order and the Board will be voting on the Manasquan General Items (#14 - #25) and Manasquan/Sending Districts General Items (#26 - #45) along with the Manasquan Elementary School personnel (#49) and Manasquan High School personnel (#50) and MEA/BOE Sidebar Agreement #10 (#51) at this time. She asked the Board to review the material in the red folders to see if it would be necessary to enter into executive session for discussion prior to voting. Ms. Pollock continued with the approval of the agenda, seeing that there was not a need to enter into executive session.*

*Dr. Kasyan welcomed Margaret Bodnar, the Student Board Representative, and read a synopsis that focused on her accomplishments. As a representative of the student body, he encouraged her to bring to the meeting questions and suggestions. He said the Board is open to hear the desires and creative thoughts of the student body.*

*Dr. Crawley administered the Oath of Office to Margaret Bodnar.*

**8. Student Board Representative Report**

**Oath of Office**

- Edward Gunnell
- Margaret Bodnar
- Marin McCarthy

Student Board Representative

Oath of Office

*Dr. Kasyan welcomed everyone to the meeting and thanked the Board of Education for allowing him to start each meeting with a focus on the accomplishments of the student body. He congratulated the students and teachers being recognized this evening.*

**9. Presentations**

*Dr. Kasyan read the criteria that must be met to be selected as a Student of the Month.*

- **High School Students of the Month – Carly Coble, Senior – Alexander Schmieder, Junior – Eleanor Crawford, Sophomore – Maeve Korth, Freshman**

MHS Students of the Month

*Dr. Kasyan introduced and congratulated the Manasquan High School Students of the Month. He read a short synopsis of their accomplishments and presented them with Certificates of Commendations, personalized medals and Wally Bucks.*

*Dr. Kasyan read a quote that conveys the significance of the quality of a teacher, aside from all other components present in the classroom.*

- **High School Teacher of the Month – Eric Wasnesky**

MHS Teacher  
of the Month

*Dr. Kasyan congratulated Eric Wasnesky, the Manasquan High School Teacher of the Month selected by Carly Coble. Mr. Wasnesky could not be in attendance this evening.*

- **Elementary School Student of the Month – Ryleigh Luethold**

MES Student of  
the Month

*Dr. Kasyan introduced and congratulated Ryleigh Luethold, the Manasquan Elementary School Student of the Month. He read a short synopsis of her accomplishments and presented her with a Certificate of Commendation, personalized medal and Wally Bucks.*

*Dr. Kasyan read a quote that summarized a day in the life of a teacher and the importance of their profession.*

- **Elementary School Teacher of the Month – Lauren Brown**

MES Teacher of  
the Month

*Dr. Kasyan introduced and congratulated Lauren Brown, the Manasquan Elementary School Teacher of the Month, selected by Ryleigh Luethold. He presented her with a Certificate of Commendation.*

*Dr. Crawley reported that Marin McCarthy, the Student Board Representative, is now present. He administered the Oath of Office to her at this time.*

*Dr. Kasyan welcomed Marin and read a synopsis that focused on her accomplishments. He encouraged Marin to bring suggestions to the Board.*

*The Student Board Representatives presented their reports.*

Student Board  
Representative  
Reports

*Marin reported that the Freshmen Barbeque was held on August 29<sup>th</sup>. She said it was a very successful event. The high school clubs were present so the freshmen could see what clubs were available to join at the start of the school year. The freshmen were brought into the school to see where their classes and lockers were located in the building. Day 0 was held on September 7<sup>th</sup> for the 9<sup>th</sup> grade students to give them the opportunity to meet with their teachers and become familiar with the building before the other students arrived on the following day.*

*Dr. Kasyan said the barbeque and Day 0 are an essential piece of the transition for the 9<sup>th</sup> grade students. He would like to get some suggestions on how this could possibly be done better and asked for a follow up report at the October meeting.*

*Margaret reported that Fall Sports are now underway. Back to School Night is scheduled for September at 6:30. At 5:30 a presentation on the advance placement programs will take place in the auditorium and a college planning meeting will take place in the media center. Margaret's Steam Tank team will be heading down to Atlantic City on October 25 and 26 for their presentation at the New Jersey School Boards conference.*

*The Student Board Representatives concluded their reports. Dr. Kasyan thanked them for their reports.*

*Dr. Kasyan turned the floor over to Robert Hulsart for the 2021-2022 Audit Presentation.*

- **2021-2022 Audit Presentation – Presented by Robert Hulsart, Jr. of Robert A. Hulsart & Company**

2021-2022  
Audit  
Presentation  
Robert Hulsart  
Jr.

*Mr. Hulsart provided an overview on the audit that was conducted in August and September. He said the audit is now complete and there were no findings or recommendations. He provided information on a free balance of \$981,200 that can be set aside for future use. The capital reserve account also has funds to offset future capital costs. He said the final report is expected to be completed in the next four to five*

*months once the state provides him with information. He would be happy to return once the final report is available and reviewed by the Board. Dr. Kasyan thanked him for the report.*

*Dr. Kasyan concluded the presentations for the evening.*

*Ms. Pollock opened the Public Forum on Agenda Items and read the following statement.*

**10. Public Forum on Agenda Items**

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. 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.

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

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

**11. Public Forum**

*Betsy Cross, Wall Township – Ms. Cross said she received disturbing information that the Board's attorney, Mr. Gross, was discussing her situation with Michael Shelton. She said Mr. Shelton was posting on Facebook and targeting her and her family. She has reported this to the police. She will be filing an OPRA request for Mr. Gross's phone records because she said he is discussing with Mr. Shelton the district's strategy for suing her. She also had to do this with Mr. Brian Smyth of Wall Township. She said this is their way to get her to stop looking into the Central School trailer situation. She said she will fight this lawsuit to the end. She asked Ms. Pollock to speak to Mr. Gross and let him know there is a possibility of his phone records being subpoenaed and alert him not to destroy any phone records. (Ms. Cross tape recorded her comments during the public forum for her future use.) She said a child was injured in the Central School trailers and she will turn all her information over to the parents to assist with their lawsuit. She finds it very upsetting when you go after her child, She said something is wrong with the Board's attorney and she hopes that she can be proven to be wrong. She said the letter from the court was sent to the wrong address and the case was dismissed last week. She was not served in time, and it was dismissed. She said the Board will have to refile and that is okay with her but don't go after her child.*

*Ms. Pollock closed the second Public Forum, seeing no additional participation by the public.*

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

2021-2022  
Audit  
Presentation  
Robert Hulsart  
Jr.

Public Forum  
on Agenda  
Items

Public Forum

**12. Discussion Items September 20, 2022 Agenda (\*Denotes Action Item on This Agenda)**

- **Education, Curriculum & Technology**
  - **Principal Three-Year Plan (Year One)**
    - **Manasquan Elementary School**
      - Research and evaluate a new K-5 literacy program designed to improve student outcomes.
      - Kindergarten focus group on literacy instruction and implementing in-classroom screener assessments
      - Initial roll out K-8 Science Adoption (Year 1)
      - Initial roll out K-8 Social Studies curricular adjustments (Year 1)
      - Continue to access and improve upon best instructional practices and data analysis in mathematics using Ready Math Analysis Reports (Year 2/3)
      - Development of full time instructional coach position
      - **Intro to Band:** Expose students in grade 4 to the arts in a diverse and all-inclusive manner to help them to develop an understanding and an interest in all the arts have to offer
      - **Podcasting:** Provide options for students to participate in 21<sup>st</sup> Century elective
    - **Manasquan High School**
      - Evolve our career focused academies to motivate students to find their clear pathway
      - Create programs to meet the needs of all children, aimed at supporting each child in a nurturing and safe environment
      - Summer of 2023- Sports and Entertainment Marketing & Social Media /Internet Marketing (New Course)
      - Summer of 2023 – Civil Action & Democracy
      - SY2022-23 – Introduction of Future Business Leaders of America (FBLA)
      - SY 2022-23 (PLTW) Civil Engineering & Architecture
      - SY 2022-23 (PLTW) Biomedical Sciences, Principles of Biomedical Science (5 cr.) & Human Body Systems (5 cr.)

C.O.W.  
Discussion  
Items

MES Principals'  
Three-Year  
Plan (Year One)

MHS Principal's  
Three-Year  
Plan (Year One)

*Dr. Kasyan reviewed, under Education, Curriculum & Technology, the first year of the plans put forward by the building principals. He pointed out that these topics are provided so we know exactly what the focus will be in year one. He will be holding the principals accountable for their plans as they move forward.*

- **Personnel– To be Discussed in Executive Session\***

Personnel  
(Exec. Session)

*Dr. Kasyan said that personnel was addresses earlier in the meeting.*

**Policy**

- **Policies/Regulations for Adoption – 2<sup>nd</sup> Reading \***
  - P 1511 – Board of Education Website Accessibility – M (New)
  - P 5722 – Student Journalism – M (New)
- **Policies/Regulations for Amendment –2<sup>nd</sup> 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

Policies for  
Adoption  
2<sup>nd</sup> Reading

Policies for  
Amendment  
2<sup>nd</sup> Reading

- 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  
2<sup>nd</sup> Reading

*Dr. Kasyan reviewed the policies that are on the agenda for a second reading and adoption or amendment. The policies were provided to the Board for review in the Friday Packet.*

*Dr. Kasyan turned the floor over to Dr. Crawley for the Finance and Buildings & Grounds/Facilities Reports.*

- **Finance\***

Finance

*Dr. Crawley said the Board approved a motion this evening to approve an RFP for solar panels to be installed on the roof surfaces in the district that would be able to accept the panels. He is working with Honeywell, the company that is preparing the ESIP for the district. This will benefit the district with cost savings on our electricity. He addressed Mr. Cattani's question on the possible savings and said this information was not available at this time.*

Solar Panels  
Request for  
Proposals

- **Buildings & Grounds/Facilities\***

Buildings &  
Grounds/  
Facilities

*Dr. Crawley provided an update on the field house. He reported that we are in the close-out phase of the project and inspections are currently underway. The fire alarms, sprinkler system, plumbing, soil and balancing of the air conditioning inspections have been completed at this time. The remaining inspections are a final electrical inspection and final building inspection. These inspections are in the scheduling phase with the town.*

Field House  
Update

*Dr. Crawley alluded to the two change orders on the agenda, items #29 and #30. They are both deduct change orders lowering the contract amount with H&S. The first one, in the amount of approximately \$1,400, is for damage caused to an employee's car while H&S was moving a piece of siding. The second one, in the amount of \$7,000, will be used by the district to purchase the commemorative plaque. This originally was in the contract to be purchased and provided by the contractor. Dr. Crawley concluded his reports.*

H&S Change  
Orders

*Dr. Kasyan continued with the Superintendent's Report.*

Supt's Report

### **13. Superintendent's Report & Information Items**

- **Enrollment– Document A**
  - Total Enrollment as of September 16<sup>th</sup> – 1,450
    - High School – 949
    - Elementary School – 501

Enrollment  
Document A

*Dr. Kasyan reported on the enrollment as of September 16<sup>th</sup>, as specified in Document A.*

- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Reports, Suspensions & Tardy Reports– Document B**
  - **High School:**
    - None for the Month
  - **ABA/CLI Building:**
    - August 4<sup>th</sup> – Fire Drill
  - **Elementary School:**
    - August 23<sup>rd</sup> – Security Meeting
    - August 31<sup>st</sup> – Fire Drill

Safety & Fire  
Drills  
Document B

Dr. Kasyan reported on the fire drills and security meetings that took place in the district during the month of August, as specified in Document B. The district has met state standards with these drills.

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

HIB Monthly Report  
Document C-1

Dr. Kasyan reported on the HIB Report, as specified in Document C-1.

- **QSAC Assessment Results - Document C-2**

QSAC Assessment Results  
Document C-2

Dr. Kasyan reported on the QSAC Assessment Results. The results were reviewed at the last meeting and the points were reevaluated by Mr. Place and an adjustment was made due to a misappropriation of points, as specified in Document C-2.

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 reported that laptops have been distributed to students in grades 5 through 12. As in the past around 80% of those students paid the technology use fee that covers accidental damage with 20% not participating in this process. Parents are taking advantage of paying the fee online through the PaySchool site. This represents approximately \$55,000 in revenue for the district. Mr. Place concluded his report.

Dr. Kasyan concluded the Superintendent's Report.

A quorum was not reached, so the Board was unable to approve and accept the Superintendent's Report. This will be addressed at the October meeting.

**Recommend** approval and acceptance of the Superintendent's Report.

Approval and Acceptance of the Supt's Report

The following action was taken earlier in the meeting when a quorum present.

Ms. Pollock asked if there were any Manasquan General Items that would require a separate vote. Seeing none, Ms. Pollock asked for a motion to approve Items #14 through #25.

Manasquan General Items #14 - #25

Motion was made by Mr. Hoverter, seconded by Mr. Cattani, to approve Manasquan General Items #14 through #25.

Roll Call Vote: Ayes (6); Nays (0); Abstain (0); Absent (3) Ms. Bossone, Mr. Cattani, Mr. Loffredo  
**MOTION CARRIED**

**MANASQUAN**  
**General Items**

**14. 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 Parent Paid Tuition Students – Integrated PreK Programs

**15. 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 MES Tuition Free Student of Staff Member

16. **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.
  
17. **Recommend** approval of the 2022-2023 Warrior Clubhouse Handbook and Tuition rates, as per **Document 1.**
  
18. **Recommend** approval of the acceptance of the following Wall Township resident students in the Manasquan Elementary School for the 2022-2023 school year, at the per pupil tuition rate of \$21,729.00, total yearly tuition charge of \$65,187.00:
  - Student ID # 9707586337 – Grade 6
  - Student ID # 4866867012 – Grade 6
  - Student ID # 3150372286 – Grade 7
  
19. **Recommend** approval of the acceptance of the following Parent Paid Tuition students in the Manasquan Elementary School for the 2022-2023 school year, at the per pupil tuition rate of \$1,500:
  - Student ID # 7228791904 – Grade PK4
  - Student ID # 9264236744 – Grade K
  - Student ID # 4212495491 – Grade 2
  
20. **Recommend** approval of the Provider Agreement with Loving Care Agency, Inc., d/b/a AVEANNA Healthcare, to provide nursing services to and from school and during the school day for Student ID 295524, attending Schroth School for the 2022-2023 school year, in the estimated amount of \$49,500, as per **Document 2.**

**Professional Days**

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

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
September 30, 2022	Fatima Mulroy	Virtual	Latino Family Literacy Workshop	No	Registration \$200.00
October 6, 2022	Heather Saake Marissa Melillo Christine Melfi	Avon Elementary School	Preschool Program Collaboration	Yes – 3	None
September 15, 2022	Kelly Balon	Howell	Safety Care Trainer Recertification	No	Mileage - \$9.80 Registration - \$525.00
September 22, 2022	Jaclyn Puleio	HW Mountz	G&T Consortium	No	None
November 8, 2022	Tom Russoniello	Rutgers U	Civics Workshop	Yes	Mileage - \$16.10
October 3, 2022	Laura Wahl	Middletown	Yearbook Workshop	Yes	Mileage - \$7.87 Registration - \$10.00

2022-2023  
Cooperative  
Transportation  
Gloucester  
County Special  
Service School  
District

2022-2023  
Warrior  
Clubhouse  
Handbook  
Document 1

2022-2023  
MES Wall  
Township  
Resident  
Tuition  
Students

2022-2023  
Parent Paid  
Tuition  
Students

2022-2023  
AVEANNA  
Healthcare  
Nursing  
Services

MES  
Professional  
Days



**Student Action**  
**Field Trips**

22. **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>
October 20, 2022	Nancy Knitter Fatima Mulroy Chrissy Rice Nurse - TBD	ESL Students	Liberty Science Center	Science Exploration	Yes - 3	District Bus	PTO Funded
June 6, 2023	Laura Wahl Julie Rieth Carrie Eastmond Tom Russoniello Nurse - TBD	Grade - 6	Sandy Hook	Ecosystem Exploration	Yes - 2	2 Buses - \$348.00 each bus	Student Funds
April 27, 2023	Jim Fagen Tim Clayton Nurse - TBD	Public Safety Academy	Monmouth County Police Academy	Tour Police Academy	Yes - 3	1 Bus - \$350.00	None
December 14, 2022	Jim Fagen Tim Clayton Nurse - TBD	Public Safety Academy	Monmouth County Jail	Tour Jail System	Yes - 3	1 Bus - \$350.00	None
November 16, 2022	Jim Fagen Claire Kozic Nurse - TBD	Public Safety Academy / Health Careers	JM Power U	Lesson on Fitness and Nutrition	Yes - 3	1 Bus - \$350.00	None
October 27, 2022	Claire Kozic Jim Fagen Eric Wasnesky Chryseis McHugh	Academy of Health Careers	Mutter Museum	Visit the Museum of History of Medicine	Yes - 4	1 Bus - \$350.00	Student Funds
October 19, 2022	Madison Schille	Chorus	Rowan University	Choral Performance	Yes - 1	1 Bus - \$350.00	None
October 21, 2022	Jim Fagen Jay Bryant Claire Kozic Nurse - TBD	Public Safety Academy	Eastern State Penitentiary	History of the American Prison System	Yes - 4	1 Bus - \$350.00	Student Funds

**Placement of Students on Home Instruction**

23. **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:

- #5705503520            **Grade 10            September 7, 2022 – October 18, 2022 (Medical)**
- #7372429892           **Grade 12            September 9, 2022 – October 9, 2022 (Medical)**
- #9034168537           **Grade 10            September 13, 2022 – October 13, 2022 (Medical)**

**Placement of Students Out of District**

24. **Recommend** approval of the 2022-2023 September – June Out of District Placements list that reflects tuition and transportation costs, as per **Document 3**.

**Financials**

25. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending **July 2022 and August, 2022** as per **Document 4**.

MES Field Trips

MES Home  
Instruction

2022-2023 Out  
of District  
Placements  
Document 3

MES Central  
Funds Report  
Document 4

Ms. Pollock asked if there were any Manasquan/Sending Districts General Items that would require a separate vote. Seeing none, Ms. Pollock asked for a motion to approve Items #26 through #45.

Motion was made by Mr. Pellegrino, seconded by Mr. Bolderman, to approve Manasquan/Sending Districts General Items #26 through #45.

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (5) Ms. Bossone, Mr. Burns, Mr. Johnson, Mr. Loffredo, Mr. Vitale  
MOTION CARRIED.

Manasquan/  
Sending  
Districts Items  
#26 - #45

**MANASQUAN/SENDING DISTRICTS**

**General Items**

**Secretary's Report/Financials**

- 26. 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 **AUGUST 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;** that the amount of district taxes, excluding debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,784,207.00** and that Manasquan Borough Council is hereby requested to place in the hands of the Treasurer of School Moneys that amount within the 30 days in accordance with the statutes relating thereto.

Debt Service

**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, 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 **AUGUST 31, 2022** as per **Document D.** (The Treasurer of School Moneys Report for the month of **AUGUST 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 **AUGUST 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 AUGUST and SEPTEMBER** as recommended by the Superintendent of Schools, as per **Document D.**

Budget  
Certification  
Document D

**Purchase Orders** for the months of **AUGUST 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 **\$122,959.15** for the month of **SEPTEMBER, 2022** be approved. Record of checks (**#52006** through **#52050**), and distributions are on file in the Business Office.

Bills  
(Current  
Expense)

Confirmation of **Bills (Current Expense)** for **AUGUST, 2022** at **\$1,993,460.49** and checks (**#51859** through **#52005**).

Confirmation  
of Bills  
(Current  
Expense)

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

*MHS Central  
Funds Report  
Document G*

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

*Policies for  
Adoption  
Document H*

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

**28. Recommend approval of the amendment** of the following policies and regulations (second reading), as per **Document I:**

*Policies for  
Amendment  
Document I*

- 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

**29. Recommend approval of the Credit Change Order #2** from H&S Construction & Mechanical associated with damage to automobile, in the amount of \$1,420.23. New Contract Sum including this Change Order \$4,838,579.77.

*H&S  
Construction &  
Mechanical –  
Change Order  
#2*

**30. Recommend approval of the Credit Change Order #3** from H&S Construction & Mechanical associated with the procurement and installation of the dedication plaque, in the amount of \$7,000.00. New Contract Sum including this Change Order \$4,831,579.77.

*H&S  
Construction &  
Mechanical –  
Change Order  
#3*

**31. Recommend approval of the acceptance of a Radio Frequency Microphone System** in the amount of \$24,176 as a joint donation from the Alumni Foundation and the Liv Morro Foundation.

*Microphone  
System  
Donation*

**32. Recommend approval of the acceptance of a donation of a set of girls Vanquish golf clubs and golf bag** valued at \$150.00.

*Vanquish Golf  
Equipment  
Donation*

**33. Recommend approval of the acceptance of the following Parent-Paid Tuition Students**, in the Manasquan High School, for the 2022-2023 school year, at the annual tuition rate of \$8,847.00.

*2022-2023  
MHS Parent  
Paid Tuition  
Students*

Student ID # 3193107052 – Grade 10

Student ID # 3294248783 – Grade 12

**34. Recommend approval of the revised 2022-2023 Parent-Paid Tuition Contract** for Student ID#1540254097, in Grade 9 at the Manasquan High School, at the annual tuition rate of \$6,635.00.

*2022-2023  
Revised MHS  
Parent Paid  
Tuition  
Contract*

**35. Recommend approval of the Shared Service Agreement for the Services of a BCBA** between the Belmar Elementary School District Board of Education and the Manasquan School District Board of Education, in the annual rate of \$42,000 and \$48.44 per hour for any additional services, as per **Document J.**

*Belmar BOE  
BCBA Shared  
Service  
Agreement*

**36. Recommend approval of the Owner Architect Agreement with Tokarski + Millemann Architects, LLC**, to provide professional design services required for the Energy Savings Improvement Plan being developed for the Manasquan Board of Education, as per **Document K.** The fee for services, identified in Article 11.1, is a percentage of construction cost and based on Form VI of the Energy Savings Plan (ESP) (attorney reviewed and approved).

*Tokarski +  
Millemann  
Architects  
Professional  
Design Services  
for ESIP  
Document K*

- 37. **Recommend** approval of the solicitation of proposals from solar energy companies to install, own, operate and maintain a photovoltaic energy system to be located on District buildings.
- 38. **Recommend** approval of Pay Application #14 from H&S Construction & Mechanical, Inc., for the Manasquan High School Multipurpose Facility, in the amount of \$556,063.66 (attorney reviewed and approved).
- 39. **Recommend** approval of the agreement between Metro Classic Basketball Showcase and the Manasquan Board of Education to participate in the Metro Classic Basketball Showcase on February 3, 2023 at Kean University, Union, NJ, as per **Document L**.
- 40. **Recommend** approval of the Manasquan Educational and Related Services Personnel Evaluation rubric for use in the evaluation of school counselors, child study team members, and related services personnel for the 2022-2023 school year as per **Document M**.
- 41. **Recommend** approval of the donations from the following businesses, to the Manasquan Schools Development Fund:

Scoles Solutions	\$1,000
Capstone Insurance	\$1,000
Coastal College Counseling	\$1,000
Spirit of 76	\$750
Salt and Cedar Properties	\$750
Charles Hoffman	\$750
NJ Swim	\$750
School Craft Studios	\$750
Joe Leones	\$500
Sharp Payroll	\$500
Brown & Brown \$500	\$500
BODY20	\$100
Landmark Fitness	\$100
Hinck's Turkey Farm	\$100
Leggetts	\$100
Town Grill	\$100

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

**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](http://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

Solar Energy  
RFP

H&S  
Construction &  
Mechanical –  
Pay Appl. #14

Metro Classic  
Basketball  
Showcase  
Document L

Manasquan  
Educational &  
Related  
Services  
Personnel Eval.  
Rubric  
Document M

MSDF Business  
Donations

GovDeals  
Property Sales

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:

- DBX Professional Products – DriveRack 220i System Processor with AFS (Model #DBX220I, Serial #01001469)
- Tokenworks Inc. Scanner 280 – ID Card Reader (Model #M280, Serial #2800005906)

GovDeals  
Surplus  
Property Sales

**Professional Days**

43. 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 22, 2022	Peter Crawley	Mt. Laurel	NJASBO Workshop	No	Registration \$125.00 Mileage \$56.65
October 18-20, 2022	Courtney Larkin	Virtual	Adobe Software Program	Yes	None
October 3, 2022 December 5, 2022 February 27, 2023 April 3, 2023	Jennifer Steffich	Virtual	Special Services Professional Development Academy	No	Registration - \$200.00
September 22, 2022 October 17, 2022 November 4, 2022	Jennifer Steffich	Virtual	Leaders to Leaders Development Series	No	None
September 16, 2022 October 14, 2022 November 18, 2022 December 16, 2022 January 20, 2023 February 3, 2023 March 17, 2023 April 21, 2023 May 12, 2023 June 9, 2023	Jennifer Steffich	Holmdel	MCADSE Monthly Meetings	No	None
October 7, 2022	Justin Barowski	Rutgers University	Coaches Clinic and Leadership Training	Yes	Mileage - \$12.00 Registration - \$100.00
October 13-14, 2022	Richard Coppola	Atlantic City	2022 NJPSA/FEA/NJSCD Fall Conference	No	Mileage - \$19.16 Registration - \$345.00
September 30, 2022	Andrew Bilodeau	Eatontown	NJSIAA Clinic	Yes	None
October 6, 2022	Peter Crawley Jesse Place	Monroe Township	Genesis SchoolFi User Meeting	No	Mileage - \$30.46
January 6-9, 2023	Kevin Hyland	Boston	Eastern Athletic Training Convention	Yes	Mileage - \$193.45 Registration - \$160.00 Hotel - \$590.40 Meals/Incidentals - \$276.50
September 22, 2022	Margaret Polak	HW Mountz	G&T Consortium	No	None
October 19, 2022	Elena Blewitt	Somerset	Annual School Health Conference	Yes	Mileage – \$15.90 Registration - \$125.00

**Field Trips**

**44. 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>
September 22, 2022 September 29, 2022 October 6, 2022 October 13, 2022 October 20, 2022 October 27, 2022	Kelly Balon Jen Dyer Adam Shrek Emily Bruno Jackie Wheeler Kristen Stavac Billy Bertscha Rebecca Bauer Jill Jones Jeanne Walsh Declan Reichy Noreen Delaney Rebecca Connolly Hannah Ameen	CLI/ Academy	Sea Girt Foodtown and Atlantic Club	Work Based Learning	No	1 Bus - \$280.00 each trip	None
October 7, 2022	Kelly Balon Jen Dyer Adam Shrek Emily Bruno Jackie Wheeler Kristen Stavac Billy Bertscha Rebecca Bauer Jill Jones Jeanne Walsh Declan Reichy Noreen Delaney Rebecca Connolly Hannah Ameen Nicole Pichetto Kristen Minutoli	CLI/ Academy	Thompson Park	Community Based Instruction	No	1 Bus - \$400.00 each trip	None
September 21, 2022 September 28, 2022 October 4, 2022 October 5, 2022 October 11, 2022 October 12, 2022 October 18, 2022 October 19, 2022 October 25, 2022 October 26, 2022	Kelly Balon Jen Dyer Nicole Pichetto Adam Shrek Emily Bruno Jackie Wheeler Kristen Stavac Billy Bertscha Rebecca Bauer	CLI/ Academy	Brielle Sports	Community Based Instruction	No	1 Bus - \$280.00 each trip	None
September 26, 2022 October 10, 2022 October 24, 2022	Kelly Balon Jen Dyer Adam Shrek Emily Bruno Jackie Wheeler Kristen Stavac Billy Bertscha Rebecca Bauer Jill Jones Jeanne Walsh Declan Reichy Noreen Delaney Rebecca Connolly Hannah Ameen Nicole Pichetto Kristen Minutoli	CLI/ Academy	Shoprite in Belmar	Community Based Instruction	No	1 Bus - \$280.00 each trip	None

MHS Field Trips

October 3, 2022 October 17, 2022 October 31, 2022	Kelly Balon Jen Dyer Adam Shrek Emily Bruno Jackie Wheeler Kristen Stavac Billy Bertscha Rebecca Bauer Jill Jones Jeanne Walsh Declan Reichey Noreen Delaney Rebecca Connolly Hannah Ameen Nicole Pichetto Kristen Minutoli	CLI/ Academy	Shoprite in Wall	Community Based Instruction	No	1 Bus - \$280.00 each trip	None
October 13, 2022 October 26, 2022	John Driscoll Linda Hoeler Nurse - TBD	Academy of Finance	Monmouth University	Financial Literacy Seminar	Yes - 3	1 Bus - \$300.00 each trip	None

MHS Field  
Trips

**Placement of Students on Home Instruction**

45. **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. Seeing none she moved to adjourn the meeting.*

46. **Old Business/New Business**

Old Business /  
New Business

*The Board did not have the need to enter into Executive Session.*

47. **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  
(None Held)

**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)
- 9. Imposition of Penalties Upon an Individual

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

**48. Roll Call**

*The following motions. Items #49, #50, #51, were approved earlier in the meeting when a quorum was present.*

*Ms. Pollock asked for a motion to approve Manasquan Item #49.*

*Motion was made by Mr. Cattani, seconded by Mr. Bolderman, to approve Manasquan Item #49 – Manasquan Elementary Personnel, as specified in Document 5.*

*Roll Call Vote: Ayes (6); Nays (0); Abstain (0); Absent (3) Ms. Bossone, Mr. Burns, Mr. Loffredo*  
*MOTION CARRIED*

Executive Session  
(None Held)

Manasquan Item #49

**MANASQUAN Personnel**

**49. Recommend approval of the Elementary School personnel as per Document 5.**

*Ms. Pollock asked for a motion to approve Manasquan/Sending Districts Items #50 and #51.*

*Motion was made by Mr. Hoverter, seconded by Ms. Herbert, to approve Manasquan/Sending Districts Items #50 – Manasquan High School Personnel, as specified in Document N and Sidebar Agreement #10, as specified in Document O.*

*Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (5) Ms. Bossone, Mr. Burns, Mr. Johnson, Mr. Loffredo, Mr. Vitale*  
*MOTION CARRIED*

MES Personnel Document 5

Manasquan/Sending Districts Items #50 and #51

**MANASQUAN/SENDING DISTRICTS Personnel**

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

**51. Recommend approval of sidebar agreement #10 between the Manasquan Education Association and the Board of Education, as per Document O.**

**52. Adjournment**

Motion to Adjourn.

*A quorum was not reached, so the Board was unable to formally motion to adjourn the meeting. The meeting adjourned at 6:43 p.m.*

MHS Personnel Document N

MEA/MBOE Sidebar Agreement #10 Document O

Adjournment

*Respectfully submitted,*

*Pete Crawley, Ed.D.  
Board Secretary*