

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 Gymnasium, 167 Broad Street, Manasquan, New Jersey, on Tuesday, December 15, 2020.

The President, Mr. Cattani, called the meeting to order at 6:03 p.m. and read the Opening Statement.

Call to Order

1. Call to Order

2. 48- Hour Notice

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

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

3. Pledge of Allegiance

4. Roll Call

Roll Call

<i>Bruce Bolderman</i>	<i>Mark Furey (Belmar)</i>	<i>Joseph Loffredo</i>
<i>Donna Bossonne</i>	<i>Terence Hoverter</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)</i>	<i>Alfred Sorino</i>

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

Quorum Reached

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

Mission Statement

5. Mission Statement

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

6. Statement to the Public

Statement to the Public

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

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

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

Roll Call Vote: Ayes (12); Nays (0); Abstain (0); Absent (0)

MOTION CARRIED

7. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Combined Committee of the Whole and Regular Public Meeting and Closed Executive Session of November 17, 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.

Acceptance of
Minutes

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

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

Dr. Kasyan thanked the Manasquan High School Chorus and Band for providing wonderful holiday music this evening.

Presentations

9. Presentations

Dr. Kasyan introduced Ms. Schille and members of the Manasquan High School Chorus.

Holiday
Presentation

• **Holiday Presentation**

○ **Members of the Manasquan High School Chorus**

Performance by Amanda Bautista, Andrew Brennan, Ciara Berardi, Sophie Creed, Shannon Kennedy, Jonathon Kane, Donny Nikola, Ellie O’Conner, Leonardo Pacetti, Alex Quinn, Deanna Schipani, Sophia Symonowicz

MHS Chorus

- “White Winter Hymnal”
- “Silent Night”
- “30 Second Merry Christmas”

Dr. Kasyan introduced Mr. Wiemken, Mr. Clark, and members of the Manasquan High School Band.

○ **Members of the Manasquan High School Band**

Performance by Amanda Bautista, Ciara Berardi, Anthony Bisazza, Andrew Brennan, Quinn Feeney, Ryan McBride, Lucas Mellon, Nicolas Peeples

MHS Band

- “What Child is This”
- “Angels We Have Heard on High”

Dr. Kasyan thanked the students for a wonderful performance and invited them to partake in refreshments.

➤ **Five Minute Break**

Dr. Kasyan continued with the presentations and turned the floor over to Mr. Robert Hulsart for the 2019-2020 Audit Report.

○ **2019-2020 Audit Presentation – Presented by Robert Hulsart of Robert A. Hulsart & Company**

2019-2020
Audit
Presentation
Robert Hulsart

Mr. Hulsart reported that the audit has been completed and information was released today that will allow for the completion of the audit report. The majority of the work was done remotely with a minimal need to be in the board office. He thanked the board office staff for providing a safe workplace. Mr. Hulsart said that the audit went very well, and the results were excellent. There were no questions from

the board. Dr. Crawley thanked Mr. Hulsart for a very smooth and positive audit process under the circumstances.

○ **HVAC/Fire Alarm Wrap-up– Presented by Robert Notley**

HVAC/Fire
Alarm Wrap-
Up
Robert Notley

Mr. Cattani turned the floor over to Mr. Rob Notley for an update on the HVAC/Fire Alarm Project.

Mr. Notley reviewed the program summary of the overall referendum budget and scope of the project. He reported that all of the HVAC equipment is operational, the testing, adjusting and balancing is 90% complete and commissioning of the equipment is 95% complete. The fire alarm equipment is installed and extends throughout the school. It has been 100% tested and the facilities staff will be receiving training on the new fire alarm system and HVAC controls. Installation of the stairs and platforms for the new equipment is scheduled for mid-January. Mr. Notley reported on the cafeteria floor and gymnasium renovations that were included as additional projects. He provided details of the two change orders issued and reported that a final resolving credit change order will be issued to zero out the project. His report also provided progress photos of the new HVAC equipment, fire alarm control panel and gymnasium renovations. He thanked the board for allowing New Road Construction Management to oversee another successful project.

Dr. Kasyan thanked Mr. Notley and New Road Construction for providing their expertise in overseeing this project. Mr. Cattani thanked Mr. Notley and New Road for their assistance with the project.

Mr. Notley commended and thanked the architects, engineers and general contractor who worked on the project.

Mr. Cattani thanked Mr. Notley and continued with the Fieldhouse presentation.

○ **Fieldhouse Presentation – Presented by the Board of Education**

Field House
Presentation

Mr. Cattani said the purpose behind many of the projects undertaken in the district is to bring as many students back to campus as possible for sports. Utilizing this field house for practices will allow more games to be played on campus and provide the opportunity to share the facility with the town when not being used by the students. He provided the option available to fund the project through the district's budget working along with the town with no impact on taxes. Another option would be to go through a referendum which would have an impact on taxes. Mr. Cattani turned the floor over to Dr. Kasyan and Dr. Crawley for the presentation on the Manasquan School District/Borough Shared Services Agreement proposal. Dr. Kasyan began the presentation by reading the project's Mission Statement. Dr. Crawley provided details on the district's needs and what this indoor training facility and proposed upgrades would provide for the students and the community. The presentation provided details of the statutes and regulations that govern this type of agreement. He explained how the project would be funded through a proposed shared services bond ordinance and provided the estimated costs associated with the proposed projects. Dr. Crawley provided details on the budget neutral impact this agreement would have on the district. The presentation also provided a comparison of the effect on the tax levy utilizing general funds versus a referendum. Dr. Crawley addressed Mr. Cattani's question on how far back the fieldhouse was off of Atlantic Avenue and said the roof line of the building varies between 34 to 45 feet off of Atlantic Avenue. The primary use entrance will be at the Atlantic Avenue corner facing the media center. Dr. Crawley addressed Mr. Cattani's question on the district's scheduling software and explained that a new program is currently being used very effectively for building use. Mr. Cattani addressed Mr. Loffredo's question and said that the facility will be used by both the elementary and high school students. Further discussion at board level will take place at a later date regarding outside use of the facility. A copy of the presentation will be included in the formal minutes.

Dr. Kasyan turned the floor over to Mrs. Graziano for the lower elementary school report.

10. Principals' Reports

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

Mrs. Graziano began by thanking the PTO, Student Council and National Junior Honor Society for organizing the Giving Tree conducted virtually this year that helped provide assistance to 43 families. She thanked the PTO's beautification committee for providing the holiday decorations at the front of the elementary school. She updated the board on the Ready Math program, IReady Diagnostic Assessments and personalized learning plans that are being utilized by the teachers for the students. Mrs. Graziano provided information on the Guided Reading program and how it is used by the teachers in the classroom. A transition will be made after the holidays with the kindergarten students eating lunch safely in the cafeteria instead of their classrooms. Mrs. Graziano highlighted Maddie Wyville, the Pre-K through Grade 2 Art Teacher. Ms. Wyville is a first-year teacher and Mrs. Graziano commended her on the outstanding efforts she has made to provide amazing art classes and projects under the restrictive safety protocol. Dr. Kasyan thanked Ms. Wyville for the compassion she shares with the children. Mrs. Graziano wished everyone a very happy holiday. A copy of her report will be included in the formal minutes.

Principals'
Reports

Mrs. Graziano
Lower
Elementary
School Report

Dr. Kasyan turned the floor over to Mrs. Manetta for the upper elementary school report.

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

Mrs. Manetta reported on the outcome of a review that she and Mr. Cinelli conducted of Marking Period 1 involving grades, attendance, social-emotional needs, and the in-person and virtual learning environments. She reviewed the planning and implementing of support plans that will be undertaken as a result of this review. Mrs. Manetta reported on the next stage of transition for students in grades 5 through 8. Students in grades 6 through 8 are now successfully moving from classroom to classroom. The need for lockers is still an issue and a plan will be put into place after the holiday break allowing students in grades 6, 7, and 8 to safely utilize the lockers. Mrs. Manetta highlighted Lauren Kelly, a special education teacher at the elementary school. She praised Ms. Kelly for the efforts she has made in providing instruction to both in-person special education students and general education virtual students each day. She commended Ms. Kelly for her efforts, positive attitude and genuine warmth and caring for the students, staff and parents. Dr. Kasyan thanked Ms. Kelly for her commitment to the students at Manasquan Elementary School. Mrs. Manetta wished everyone a very happy holiday. A copy of her report will be included in the formal minutes.

Mr. Manetta
Upper
Elementary
School Report

Dr. Kasyan turned the floor over to Mr. Goodall for the high school report.

- High School – Robert Goodall

Mr. Goodall opened his report by recognizing Alicia Narucki, who serves as a high school guidance counselor. Ms. Narucki is the recipient of the Educational Support Professional of the Year SY2020-21. He commended her for the incredible academic, social, and emotional support provided to the students. Mr. Goodall recognized Tom Glenn, who was named the Teacher of the Year for SY2020-21. Mr. Glenn teaches chemistry courses and he commended him for being an excellent educator who steps up to meet the needs of the students. Mr. Goodall recognized and congratulated the following three students, Ciara Berardi, Sophia Symonowicz and Alex Quinn for being selected to participate in the All Shore Chorus. Mr. Goodall highlighted the high school teacher of French, Mrs. Lauren Thieme. Mrs. Thieme is a graduate of Manasquan High School and has been a teacher for 16 years returning three years ago to teach at her alma mater. Mrs. Thieme provided a video presentation highlighting some of the methods she has implemented in the classroom during this very challenging time of in-person and virtual education. Mr. Goodall thanked Mrs. Thieme for putting together the video to showcase her innovative skills in teaching her students. Mr. Goodall reviewed the topics discussed at the Manasquan High School State of the School Committee meeting and reported on the results of the committee's study. Mr. Goodall reviewed the mid-point activities that will begin on January 15th through January 28th on a blue/gray schedule. He provided details of the after school supplemental program for 9th grade students that will take place on Monday through Thursday. Mr. Hoverter asked if any consideration would be given to

Mr. Goodall
High School
Report

offering this program to the 10th grade students. Mr. Goodall will look into providing this for the 10th grade students. He commented that the 9th grade students have had a significant struggle this year. Mr. Goodall concluded his report. A copy of his report will be included in the formal minutes.

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

Christine Rice, 26 Fletcher Avenue, Manasquan – Mrs. Rice spoke as a Manasquan resident – Mrs. Rice asked when the field was first proposed to the board. Mr. Cattani said that it has been in discussion for almost a year. Mr. Cattani addressed her question on the status of Council's approval and said the approval of financing still needs to go through their process prior to any agreement. Mr. Cattani said casual discussion has taken place with the recreation department. Mrs. Rice questioned how there would be time for community use when the facility will be utilized by both the high school and elementary school. She asked if the building size could be reduced and if discussion took place with recreation to assure not duplicating what would be available at their facility. Mr. Cattani said it was a goal to not have any duplications in the facilities. She believes that constructing such a large facility is a disservice to the Manasquan community. Mr. Cattani said the project will be presented to council on Monday, December 21st. She asked if there was any way that the facility could be made to look less industrial. Mr. Cattani said this would be looked into after bids are received and consideration has been given to the addition of windows.

Jim Smeider, 285 Cedar Avenue, Manasquan – Mr. Smeider asked if there any parking requirements that need to be satisfied for it to be approved by the town. Mr. Cattani said parking is provided for the current field use and will be available in the town lot by the recreation center. Ms. Smeider asked to have consideration for the residents who live by the school.

Lorette Sciarappa, 285 Cedar Avenue, Manasquan – speaking as a medical professional (pediatrician) – Dr. Sciarappa spoke on the increased need for her to prescribe Zoloft and ADD medications to her patients. She has seen students in her office from Manasquan resulting from feelings of isolation. Dr. Sciarappa believes that the amount of screen time for the students is way too much and is causing serious medical issues. It is time to get the kids back to school.

Rebecca Salem, parent of a 10th grade student who recently disenrolled from Manasquan High School. Ms. Salem spoke on the district's policy of not allowing students to participate in athletics, extra-curricular activities or elective courses if not enrolled in the school. She was hopeful that her son could stay connected to the Manasquan school community through these activities. She believes that the reasons behind this policy are not caring or compassionate. She pointed out the NJSIAA requirement for students to be enrolled in the school to play sports was overturned in 2011. She understands there are issues with funding and liability but knows of other districts that allow homeschooled and unenrolled students to participate in these activities. She is still waiting for a response from her email to the board and asked that the information be reviewed and to provide her with a response.

Thomas Clayton, 309 Cedar Avenue, Manasquan – Mr. Clayton spoke on his time as a wrestler 47 years ago at Manasquan High School in the cafeteria. He remembers time spent in setting up the cafeteria that took away from practicing and conditioning and this is still continuous today. He said a dedicated wrestling facility for Manasquan would provide opportunities for the program. Athletes are leaving Manasquan for better wrestling programs at private schools. He encouraged support of this program and facility.

Laura Scranton, Atlantic Avenue, Manasquan – Ms. Scranton asked if there were any other renderings available for the public. Dr. Crawley said that photo realistic renderings will be made available, unfortunately the architect's contractor has fallen ill and renderings will be made available to the public as soon as possible. She sees the need for a weight room and wrestling facility; however she does not see the need for moving outdoor sports indoors for practice on a half field. Mr. Cattani said the benefit would be to bring the students back to the campus and allow for practice during inclement weather.

Kelly Condon, 181 Broad Street, Manasquan – Ms. Condon asked the board to reconsider having homeschooled students being permitted to participate in extra-curricular activities. Their health and well-being is more important than figuring out how to build this large building. She asked for an explanation of the mercury leak in the elementary school. Mr. Cattani provided details on the mercury found in a crack in the cafeteria floor that is tested every six months. He reported that it tests at normal levels and is not found in the air. Steps are made to keep the ventilation system working at all times and there is a plan to fix the floor. Dr. Kasyan said that floor is in next year's budget and testing every six months results in scores below the pre-school levels for safety. Ms. Condon asked the board to seriously reconsider the policy held for athletics and eligibility of homeschooled students. Dr. Kasyan will provide this policy to the board for review and discussion at the next board meeting.

There was no additional comment on agenda items.

Mr. Cattani opened the second Public Forum on any items, agenda or otherwise. He closed the second public forum seeing no comments from the public.

12. Public Forum

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

13. Discussion Items December 15, 2020 Agenda

• Education, Curriculum & Technology

Dr. Kasyan read an email sent to the sending district superintendents on Monday, December 14th that relates to a high school transition program to be held in the summer focusing on the sending districts students having the opportunity to participate in a pre-freshman concept. The participants will receive their laptops and CANVAS training along with the opportunity to be involved in math, science, and English classes. The weeks of August 16th and August 23rd are planned with each class being one hour with a maximum of 10 students in the class. He would also like to provide lunch for the students. Mr. Goodall and Mrs. Kenney will also be visiting the sending districts.

Dr. Kasyan expressed his concerns with the staff and student body during the pandemic. He reported on the current COVID cases in the schools since September. The facility is safe and secure, but he has concerns with COVID fatigue. He met with the staff and there is an umbrella of anxiety over the virus and with this in mind he would like to propose to move to virtual instruction on Monday, Tuesday and Wednesday of next week to allow for the continuity of instruction but remove the level of anxiety felt by the teachers before the holiday season. Mr. Cattani said although focus has been for in-person learning he is in favor of this decision. Dr. Kasyan will speak with the elementary school and high school principals to provide the students with the opportunity to have a one-to-one with their teachers to address academic and social and emotional issues during this time.

C.O.W.
Discussion
Items

Education,
Curriculum &
Technology

Summer High
School
Transition
Program

Proposed
Virtual Days –
December 21,
22, and 23

Dr. Kasyan addressed Mr. Loffredo's question on COVID cases being transmitted within the school building and said that contact tracing indicates that all of the cases have been traced to outside influences and not within the school building.

Mr. Pellegrino believes in the importance of in-person instruction but if this is collectively acknowledged as being done for the mental health and well being of the students and staff then it is a more viable solution.

Mr. Sorino sees the importance of keeping the students in school. The stress is real and there is a lot of concern out there, so this is the time to make the decision to go virtual.

Dr. Kasyan asked Dr. Crawley to look into the possibility of providing childcare for staff members during those three days. Mr. Place will also look into having laptops available for those students.

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

Personnel
Executive
Session

Dr. Kasyan referred to the policies for 1st readings.

- **Policy**

- **Snow Day**

- P8220 – School Day
 - R8220 - School Closings
 - P 6153 – Tuition Program Policy for Non-Resident/Non-Sending District Regular Education Students

Policies
1st Readings

Dr. Crawley pointed out the Policy 6153 should be reflected as a first reading with the change noted that siblings will be charged 50% of the annual tuition rate. A 25% reduction was discussed at last month's meeting that was proposed as a first reading. That was pulled for further discussion and changed to a 50% reduction.

- **Policies -2nd Reading- Agenda Items ***

Policies
2nd Readings

- P 1620 - Administrative Employment Contracts (M)
 - P 2431- Athletic Competition (M)
 - R 2431.1 - Emergency Procedures for Sports and Other Athletic Activity (M)
 - P 2451 - Adult High School (M)
 - P 2464- Gifted and Talented Students (M)
 - P & R 5330.05 - Seizure Action Plan (M) (New)
 - P 6440 - Cooperative Purchasing (M)
 - P & R 6470.01 - Electronic Funds Transfer and Claimant Certification (M) (New)
 - P & R 7440 - School District Security (M)
 - P 7450 - Property Inventory (M)
 - P & R 7510 - Use of School Facilities (M)
 - P 8420 - Emergency and Crisis Situations (M)
 - P 8561 - Procurement Procedures for School Nutrition Programs (M)
 - P 1648 - Restart and Recovery Plan (M)
 - P 1648.02 – Remote Learning Options for Families (M) (New)
 - P 1648.03 – Restart and Recovery Plan – Full-Time Remote Students (M) (New)
 - ~~Bylaw 0164.6 – Remote Public Board Meeting During a Declared Emergency (M) (New)~~
 - ~~P 6153 – Tuition Program Policy for Non-Resident/Non-Sending District Regular Education Students~~

- **Finance**

- 2021-22 School District Budget

Finance
2021-22 School
District Budget

Dr. Crawley reported that the distance will be approximately 60' from the north edge of the field house building to the 3rd base line.

Dr. Crawley provided an update on the school district budget and reported that we are underway and on time with the process. Department heads are developing their budgets and turning them into his office for review and will be approved or amended during January. Enrollment projections are being received from the sending districts and we are trending for an enrollment increase which is beneficial to the district and also to the sending district since this will have the effect of depressing the per capita tuition.

Dr. Crawley reported that the audit will not be approved this evening and will be on the agenda once the CAFR and reports are available sometime in January.

- **Buildings & Grounds/Facilities**

Dr. Crawley said the most pertinent buildings and grounds/facilities issues were addressed earlier in the meeting.

Mr. Pellegrino pointed out that the Policy 6153 references a 75% reduction. Dr. Crawley will have the policy reflect a 50% reduction for the 2nd reading next month.

Mr. Cattani turned the floor over to Dr. Kasyan for the Superintendent's Report.

14. Superintendent's Report & Information Items

- **Freshman**

- 1st Marking Period GPA

Mrs. Kenny will focus on the Freshman 1st marking period GPA during her report this evening.

- **Mid-Term Assessment**

Mr. Goodall referenced the Mid-Term Assessment in his report this evening.

Dr. Kasyan reported on the district's enrollment, as specified in Document A.

- **Enrollment– Document A**

- **Total Enrollment – 1,534**
 - **High School – 1,001**
 - **Elementary School – 533**

Dr. Kasyan reported on the fire drills and lockdown drills conducted during the month of November in the high school, alternative school, and elementary school, as specified in Document B.

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

- **High School:**
 - **November 16th and 17th – Fire Drill**
 - **November 18th – Test of Notification System**
- **Alternative School:**
 - **November 16th – Fire Drill**
 - **November 18th – Test of Notification System**
- **Elementary School:**
 - **November 12th – Fire Drill**
 - **November 23rd – Lockdown Drill**

Dr. Kasyan reported that there were no HIB Reports for the month of November, as specified in Document C.

- **HIB Monthly Report – Document C**

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

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 Item #26 on the agenda regarding the Cares Grant money. He reviewed how the district plans on using these funds for one-to-one devices for the 5th grade students and providing additional laptops for the increase in the enrollment at the high school. He said some of devices were also provided to PreK to Grade 4 students who requested one for use during virtual learning. Mr. Place said that a challenge being faced in the district is staff attendance affected by COVID related absences. He provided graphs that compared 2019 absences to 2020 absences for teaching staff and total employee absences 2 weeks post-Thanksgiving. The most significant comparison is the uncovered teaching absences for that timeframe and the inability to provide substitutes to cover the classes. Mr. Place said the challenge is finding coverage from within the building. Discussion is taking place to work on strategies to obtain more substitutes. Mr. Place concluded his report.

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

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

*Report of the
Director of
Curriculum and
Instruction
Mr. Coppola*

Mr. Coppola reported that he and Mrs. Kenney will be meeting with the sending district superintendents for an articulation meeting later this week. The main focus is to discuss what we can do to support their students and provide assistance to the freshman class. A key aspect will be to help them review CANVAS and possibly offer professional development to their staff to provide a jump start to the students before they arrive at the high school. Mr. Coppola referenced a meeting being planned for later this week focusing on putting more structures and supports in place for the students in and out of the classroom. He updated the board on the professional development that continues to be made available on the iReady math program and the partnership with Learning Sciences. Mr. Coppola reviewed the Equity Day program that will take place on January 26th. He has been working along with the building principals and Mrs. Kenney to add to the course selections and working on schedules for the next school year. They are looking into suggestions made by teachers to better enhance their programs and do what is best for the students. Mr. Coppola wished everyone a happy holiday and concluded his report.

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

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

*Report of the
Director of
School
Counseling
Services
Mrs. Kenney*

Mrs. Kenney updated the board of the ACT and SAT testing that has been taking place at the high school following all safety protocols in order to provide the test in a safe environment. The virtual 8th grade open house took place last night with over 105 participants. In January personalized tours will take place bringing small groups in to tour the building during the school day. Visits to the sending districts will also take place to explain the scheduling process and review course proposals. Mrs. Kenney reported on the Wellness Committee that met today. She commended the nurses and counselors for their efforts in maintaining and managing the health and safety of the students in the building. Discussion took place at the meeting on addressing the social and emotional piece for the students and ideas were put out there on how to increase spirit and encourage interaction and boost morale. She will be looking for student volunteers to work with this program. Mrs. Kenney said the counselors are meeting with students daily either in person or virtually. As of today 126 seniors sent out 741 college applications to 215 colleges. She spoke on the positive efforts being made to focus on developing programs for the juniors and seniors. Her office addresses the concerns of the students on a daily basis and realizes that this has not been an easy time and they are working on understanding and validating the fact that they have had a very difficult nine months. Mrs. Kenney also provided a comparison of the 9th grade marking period 1 grade point averages from 2019 to 2020. The comparison indicates a very comparable GPA to last year's GPA. Mrs. Kenney concluded her report.

Dr. Kasyan said this comparison indicates that the freshman class is doing well academically; however the social and emotional piece needs to be focused on.

Supt's Report
(continued)

The board was presented with a holiday table ornament constructed by the high school woodshop students. Dr. Kasyan complimented the work done by Mr. Graf and his students.

Dr. Kasyan said that by voting on his report the board is acknowledging and approving implementing virtual days on December 21st, 22nd, and 23rd. Dr. Kasyan concluded his report.

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

Acceptance of
the Supt's
Report

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

Roll Call Vote: Ayes (12); Nays (0); Abstain (0); Absent (0) MOTION CARRIED

Recommend approval and acceptance of the Superintendent's Report.

Dr. Crawley asked that the minutes reflect that in Item #27 – Policy 6153 be excluded from the motion.

Mr. Cattani asked if there is a need for a separate vote or any questions on Manasquan General Items #15 through #20. Seeing none, he asked for a motion on Items #15 through #20.

Manasquan
General Items
#15 - #20

Motion was made by Mrs. Pollock, seconded by Mr. Burns, to approve Manasquan General Items #15 through #20.

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (0) MOTION CARRIED

MANASQUAN
General Items

15. **Recommend approval of Dr. Richard Worth to conduct psychiatric assessment of Elementary School special education student #6024209984 at a rate of \$650 per assessment/report.**

Dr. Worth –
Psychiatric
Assessment

Professional Days

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

MES
Professional
Days

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
October 26, 2020	Teresa Savage	Virtual Workshop	Dyslexia Strategies	No	None
October 26, 2020	Kathleen Stonaker	Virtual Workshop	Dyslexia Strategies	No	None

Student Action

Field Trips

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

MES Field Trips
(No Report)

Placement of Students on Home Instruction

18. **Recommend that the following student(s) be placed on home instruction, as requested by Guidance or the Child Study Team and approved by the school physician:
#7625201955 Grade 8 December 6, 2020 – January 5, 2021 (Medical)**

MES Home
Instruction

Placement of Students Out of District

19. **Recommend approval of the revised 2020-2021 External Placement list that reflects tuition costs and transportation cost, as per Document 1.**

Out of District
Placements
Document 1

Financials

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

Finance
MES Central
Funds Report
Document 2

Mr. Cattani asked if there is a need for a separate vote or any questions on Manasquan/Sending Districts General Items #21 through #30.

Mr. Pellegrino asked for a separate vote on Item #28.

Motion was made by Mr. Sorino, seconded by Mrs. Pollock, to approve Manasquan/Sending Districts Items #21 through #30, excluding Item #28.

Roll Call Vote: Ayes (12); Nays (0); Abstain (0); Absent (0)

MOTION CARRIED

Manasquan/
Sending
Districts
General Items
#21 - #30
(Excluding #28)

Mr. Pellegrino questioned the \$3,600 registration cost for the virtual workshop on Diversity and Inclusion. Dr. Kasyan provided information on the course run by Cornell that Mr. Fagen will participate in that focuses on diversity and equity. He believes that his participation in this program will serve the district well.

Mr. Cattani asked for a motion to approve Item #28.

Item #28

Motion was made by Mr. Hoverter, seconded by Mr. Sorino, to approve Manasquan/Sending Districts Item #28.

Roll Call Vote: Ayes (11); Nays (1) Mr. Pellegrino; Abstain (0); Absent (0)

MOTION CARRIED.

MANASQUAN/SENDING DISTRICTS

General Items

21. Secretary's Report/Financials

Financial
Reports

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 **NOVEMBER, 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.

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 **NOVEMBER 30, 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.

Acceptance of
the Secretary's
Certification

Recommend acceptance of the Secretary's Financial & Investment Report and the Treasurer's Report, for the month ending NOVEMBER 30, 2020 per Document D. (The Treasurer of School Moneys Report for the month of **NOVEMBER, 2020** 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 **NOVEMBER 30, 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 NOVEMBER and DECEMBER** as recommended by the Superintendent of Schools, as per **Document D**.

Budget
Certification
Document D

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

*Purchase
Orders
Document E*

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

*Cafeteria
Report
Document F*

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$1,551,840.83** for the month of **DECEMBER, 2020** be approved. Record of checks (**#47394** through **#47397**), and distributions are on file in the Business Office.

*Bills
(Current
Expense)*

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$0.00** for the month of **DECEMBER, 2020** be approved. Record of checks (**#**through **#**), and distributions are on file in the Business Office.

*Bills
(Capital
Expense)*

Confirmation of **Bills (Current Expense)** for **NOVEMBER, 2020** at **\$3,093,192.13** and checks (**#47262** through **#47393**) and (**Capital Expense**) for **NOVEMBER, 2020** at **\$119,496.90** and checks (**#1178** through **1187**).

*Confirmation
of Bills (Current
& Capital
Expense)*

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

*MHS Central
Funds Report
Document G*

22. **Recommend** approval of the submission of the amended School Security Grant application, originally approved on November 17, 2020, in the amount of \$90,569 and certification that local funds will be used to complete the projects detailed in the application in the event that the total estimated costs of the proposed work exceeds the grant allowance.

*School Security
Grant
Application
Amendment*

23. **Recommend** approval of the following Pay Applications from Thermal Piping, for the MHS HVAC/Fire Alarm Project:

*Thermal Piping
Pay
Applications
#11-Rev
#12-Rev*

- Pay Application #11-Rev, in the amount of \$82,462.32, (attorney reviewed and approved)
- Pay Application #12-Rev, in the amount of \$139,451.70 (pending attorney review)

24. **Recommend** approval of Pay Application #6, from Nickerson Corporation, for the MHS Gymnasium flooring and bleacher replacement program, in the amount of \$85,960.36 (pending attorney review).

*Nickerson
Corp. – Pay
Application #6*

25. **Recommend** approval of the Horizon Medical and Prescription rates, effective 01/01/21 through 06/30/21, as per attached **Document H**.

*Horizon
Medical and
Prescription
Rates
Document H*

26. **Recommend** approval of the amendment to the SY2020 CARES Emergency Relief Grant application, in the amount of \$68,354.00, (previously approved on 6/16/20 in the amount of \$64,813.00).

*SY2020 CARES
Grant*

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

*Policies
2nd Readings
Document I*

- P 1620 - Administrative Employment Contracts (M)
- P 2431 - Athletic Competition (M)
- R 2431.1 - Emergency Procedures for Sports and Other Athletic Activity (M)
- P 2451 - Adult High School (M)
- P 2464 - Gifted and Talented Students (M)
- P & R 5330.05 - Seizure Action Plan (M) (New)
- P 6440 - Cooperative Purchasing (M)
- P & R 6470.01 - Electronic Funds Transfer and Claimant Certification (M) (New)
- P & R 7440 - School District Security (M)
- P 7450 - Property Inventory (M)
- P & R 7510 - Use of School Facilities (M)
- P 8420 - Emergency and Crisis Situations (M)

- o P 8561 - Procurement Procedures for School Nutrition Programs (M)
- o P 1648 - Restart and Recovery Plan (M)
- o P 1648.02 – Remote Learning Options for Families (M) (New)
- o P 1648.03 – Restart and Recovery Plan – Full-Time Remote Students (M) (New)
- o Bylaw 0164.6 – Remote Public Board Meeting During a Declared Emergency (M) (New)
- o ~~P 6153 – Tuition Program Policy for Non-Resident/Non-Sending-District Regular Education~~

Policies
2nd Reading
Document I

Professional Days

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

MHS
Professional
Days

Date	Name	Destination	Purpose	Sub	Cost
2020-2021SY	Kevin Hyland	Online Course	Dues and Continuing Education Credits	No	Registration - \$269.00
December 4, 2020	Jill Santucci	Neptune City	BLS Instructor Recertification	Yes	Mileage - \$5.95 Registration - \$80.00
December 4, 2020	Matthew Voskian	Neptune City	BLS Instructor Recertification	Yes	Registration - \$80.00
Summer 2021	James Fagen	Virtual	Diversity and Inclusion	No	Registration - \$3600.00

Student Action

Field Trips

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

MHS Field Trips
(No Report)

Placement of Students on Home Instruction

30. 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:
#2349108472 Grade 9 November 14, 2020 – January 13, 2021 (Medical)

MHS Home
Instruction

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

31. Old Business/New Business

Old Business

Under New Business: Mr. Loffredo asked if the students can remove their masks while outside for recess and gym. Dr. Crawley said that CDC guidelines allows for masks to be removed while socially distanced outside during recess. Mr. Loffredo believes it is important for the elementary school students to get outside and remove their masks safely and maintain social distancing.

New Business

Mr. Cattani asked for a motion to enter executive session and read the following statement.

Motion was made by Mr. Leonhardt, seconded by Mr. Sorino, and approved by voice vote of all those present in favor to enter into Executive Session at 9:18 p.m. MOTION CARRIED

Executive
Session

32. 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 (MEA Sidebar Agreement #03)
- ___ 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.

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

Motion was made by Mr. Loffredo, seconded by Mr. Hoverter, and approved by voice vote of all those present in favor to reconvene the public meeting at 9:31 p.m. MOTION CARRIED

Motion to Reconvene

33. Roll Call

<i>Bruce Bolderman</i>	<i>Mark Furey (Belmar)</i>	<i>Joseph Loffredo</i>
<i>Donna Bossone</i>	<i>Terence Hoverter</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)</i>	<i>Alfred Sorino</i>

Roll Call

Quorum Reached

Mr. Cattani asked for a motion to approve Manasquan Item #34

Motion was made by Mr. Burns, seconded by Mrs. Pollock, to approve Manasquan Item #34 – Elementary School Personnel, as specified in Document 3.

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (0) MOTION CARRIED

Manasquan Item #34

MANASQUAN

Personnel

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

E.S. Personnel Document 3

Mr. Cattani asked for a motion to approve Manasquan/Sending District Item #35 and #36.

Motion was made by Mr. Hoverter, seconded by Mr. Sorino, to approve Manasquan/Sending Districts Item #35 - High School Personnel, as specified in Document J and Item #36 – MEA/MBOE sidebar agreement #03, as specified in Document K.

Roll Call Vote: Ayes (12); Nays (0); Abstain (0); Absent (0)

MOTION CARRIED

Manasquan/
Sending
Districts Items
#35 and #36

MANASQUAN/SENDING DISTRICTS

Personnel

35. **Recommend** approval of the High School personnel as per **Document J.**

36. **Recommend** approval of sidebar agreement #03 between the Manasquan Education Association and the Board of Education, as per **Document K.**

H.S. Personnel
Document J

MEA/MBOE
Sidebar
Agreement #03
Document K

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

Motion was made by Mr. Sorino, seconded by Mr. Pellegrino, and approved by voice vote of all those present in favor to adjourn the meeting at 9:35 p.m.

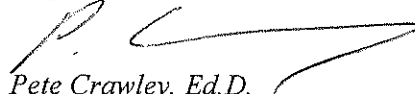
MOTION CARRIED

37. **Adjournment**

Motion to Adjourn

Adjournment

Respectfully submitted,



Pete Crawley, Ed.D.
Board Secretary