

BOARD OF EDUCATION
Borough of Manasquan

The Committee of the Whole Meeting of the Manasquan Board of Education was held in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, January 20, 2015. Action was taken at this meeting.

The Board President, Mr. Thomas Pellegrino, called the meeting to order at 5:00 p.m. and read the Opening Statement.

1. Call to Order

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.

Call to Order

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

2. Pledge of Allegiance

Pledge of
Allegiance

Mr. Pellegrino asked for Roll Call.

3. Roll Call

Eugene Cattani

Erik Gardner (SLH)

Alfred Sorino - absent

Kenneth Clayton

Heather Garrett-Muly

Tedd Vitale (Brielle)

Linda DiPalma - arrived 5:07 p.m.

Thomas Pellegrino

James Walsh

Mark Furey (Belmar) - absent

Colleen Smith

Patricia Walsh - absent

Roll Call

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Michael Gross, Board Attorney and Sandi Freeman, Recording Secretary.

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

Mission
Statement

4. Mission Statement

Manasquan School District's mission is to empower students to reach their potential and become life-long learners. We strive to ensure that students play an active role in their education, are guided by rigorous academic standards aligned with the New Jersey Core Curriculum Content Standards, and function within the community that regards student, educators, and parents as full participants in the educational process. We dedicate ourselves to the realization of a supportive learning environment that nurtures growth, personal integrity and mutual respect.

5. 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 Committee of the Whole meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After the Committee of the Whole approves the matter, it is placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

Statement to
The Public

Minutes will be approved at the January 27, 2015 Regular Public Meeting.

6. 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 December 16, 2014 and the Reorganization Meeting and Closed Executive Session of January 5, 2015. Closed Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed session no longer exist.

Mr. Pellegrino turned the floor over to Dr. Kasyan for the following presentations.

7. Presentations

Dr. Kasyan began the presentations by focusing on the process involved in the selection of the students of the month. He said these students come to us as models for their peers and they are academically motivated and demonstrate leadership in and out of the classroom and they are all involved in extracurricular activities and perform both school and community service activities. He complimented the students on their achievements.

Dr. Kasyan acknowledged and congratulated the High School Students of the Month of December and presented them with certificates and "Wally Bucks."

High School Students of the Month for December – Sydney Osso, Senior – Julie Hohenstein, Junior – Mara Bennett, Sophomore – Tarry Puma, Freshman

Dr. Kasyan acknowledged and congratulated the Manasquan Elementary School Student of the Month and presented him with a certificate and "Wally Bucks."

Elementary Student of the Month for December – Harvey Zhang

Dr. Kasyan acknowledged and congratulated the High School Teacher of the Month. He said that the high school teacher of the month is chosen by the senior of the month.

High School Teacher of the Month for December – Paul Battaglia

Mr. Pellegrino continued with the discussion items for the January 27, 2015 Agenda and turned the meeting over to Dr. Kasyan.

8.

A) Discussion Items for January 27, 2015 Agenda

B) Reports

• Education, Curriculum & Technology – Agenda Items*

○ New Jersey Monthly Top Schools 2014 Criteria

Dr. Kasyan provided information to the Board on the criteria that is utilized by New Jersey Monthly in ranking the state's high schools. He has contacted the independent research company who analyzes data and provides the ranking and is waiting to hear back from them. Mrs. Garrett-Muly asked if the district has ever submitted because we are listed in the ranking. Dr. Kasyan said he is sure this has been done but it is important to find areas of improvement and this is why he wants to speak with them. After speaking with them he would relay his findings to the Board. Dr. Kasyan said that he would have the data reviewed prior to submission.

Presentations

High School
Students of the
Month

Elementary
School
Students of the
Month

High School
Teacher of the
Month

Discussion
Items for
January 27,
2015 Agenda
(No Action
unless noted)

Education,
Curriculum &
Technology

NJ Monthly
Top Schools
2014 Criteria

○ Intramural Program

Dr. Kasyan said in response to a request to look into an intramural program he spoke with the building principals and it was determined that there is not a need for this type of program because of the students' participation in the recreation program.

Intramural
Program

○ St. Denis School Students

Dr. Kasyan provided information on the current tuition rates for the Manasquan School District along with the wording from the MEA/MBOE negotiated agreement relating to employees children attending the district's schools. He asked if the Board was in favor of revisiting the concept of accepting the St. Denis students at the discussed tuition rate. Mrs. Garrett-Muly asked if there was a more definitive report on class size. Dr. Kasyan said that he would provide this information for the current year along with the next two years for each grade level. In answer to Mrs. Smith's question, Dr. Kasyan provided the process involved in projecting the class sizes. Mrs. Smith asked if there was any interest expressed by the parents of students currently attending St. Denis School and if he knew their current class sizes. Mr. Walsh asked if it was planned to give a special tuition deal to the St. Denis students and if so this causes concern since it was past practice not to provide a break in tuition to several parents when they approached the Board with a special circumstance. A discussion took place on how allowing a reduced tuition rate for St. Denis students could in fact result in other individuals requesting the same consideration relating to the tuition rate in addition to not being in agreement with the MEA's agreement. Mrs. Garrett-Muly expressed concern with class size and does not find maxing out a classroom as being a positive move. Mrs. Smith said she is all for helping St. Denis but allowing a rate less than our sending districts causes her concern. The Board further discussed the possible negative effects that would arise with the potential for increased class size and the potential of others asking for the same consideration of a reduced tuition rate. Mrs. DiPalma commented that there may not be any students wishing to come to Manasquan and this is just an offer. Dr. Kasyan said that he told Father Ed that he would revisit this matter with the Board this evening and he feels that it can be brought to a conclusion and move forward with no further broaching of the subject of accepting these students at a reduced tuition rate. Mrs. Smith referred to the letter received from the state regarding being over in some of the budget areas and providing a reduced tuition rate causes concerns. Mr. Clayton asked if any consideration was being given to using the St. Denis facility to house some of the proposed academies. Dr. Kasyan said that he is currently in discussion with them and plans on looking at St. Denis as a leased facility if it complies with the state mandates without requiring renovations.

St. Denis
School
Students

○ Update on future academies

Dr. Kasyan referred to material provided in the Board's packet on the academy enrollment and estimated numbers for next year. He said the Engineering Academy will be a reality next year with discussions for the Criminal Justice Academy for the next year and the Fine and Performing Arts Academy the following year. He hopes to get the majority of students back into the district and facilitate the community with academies that will do the students well. Mrs. Garrett-Muly asked if the testing would be similar to that used by the current academies. Dr. Kasyan said that he would like to develop a committee once the academies are structured to develop the requirements for placement. Mrs. Garrett-Muly said that it may be advantageous to allow students to sit for more than one test and this would provide more opportunity for the students.

Update on
future
academies

○ Final Exam Schedule*

Dr. Kasyan reported that the final exam schedule is on tonight's agenda for approval by the Board and asked if there was any question on the schedule. He said that it has been the practice at Manasquan not to indicate half-days on the school calendar and he will ask that this information is now included on the calendar for the next school year.

Final Exam
Schedule
(Action will be
taken)

• **Athletics/Community – to be discussed in Executive Session**

Athletics/
Community

- **Personnel – to be discussed in Executive Session**

- Leaves of Absence
- Chaperones
- Substitutes

Personnel

- **Legal – to be discussed in Executive Session**

Legal

- **Policy – Agenda Items**

Policy

- **Finance – Agenda Items**

Finance

- Financing for lease purchase of CCTV System update

Mrs. Coates referred to a motion approved at the December board meeting for the purchase of 34 additional cameras to the network in the high school, elementary school and board office parking lot. She said that quotes were requested on the financing and she provided information on the three quotes that were received for this purchase and said that a motion will be on the January 27th meeting recommending the approval of US Bancorp Equipment Finance at 2.27%. She said that this is a 3-year lease purchase with no other fees associated with the lease. Mrs. Smith asked for a list of contractors who bid on the installation of the cameras. Mrs. Coates said that the work was quoted by the district and asked Mr. Place to provide information on the contractor. Mr. Place said that district contracts with CDWG and they are covered by a state contract and they will report to the district.

Lease Purchase
of CCTV System

- In-house attorney update

Mrs. Coates sent a survey out through New Jersey Association of School Business Officials to 870 professionals throughout the state asking if their boards utilize an in-house counsel. She received a response from three districts that have an in-house counsel: South Orange/Maplewood, Paterson and Jersey City. She sent a follow-up survey to these three districts and is still waiting for their reply.

In-House
Attorney

- Cenergistic and a District committee will hold interviews for the Energy Specialist on January 22, 2015

Mrs. Coates said that interviews will be conducted on Thursday, January 22nd for the Energy Specialists position and an informational presentation was conducted by Cenergistic on January 8th for anyone who was interested in the position. She hopes a candidate will be recommended to the Board at the next meeting.

Cenergistic

Energy
Specialist

- **Buildings & Grounds – Agenda Items**

Buildings &
Grounds

- Tex-Net, Inc. Poles update

Mrs. Coates reported that Tex-Net met with Mr. Bigley and the homeowners and a mutual location has been decided in accordance with the Board's determination of last month. Tex-Net will return tomorrow to move the polls.

Tex-Net Inc.
Poles

- Soil Testing

Mrs. Coates referred to an email in the Friday packet between herself and Mr. Edwards of Edwards Engineering recommending soil testing. She explained that he would like to collect samples in random locations to look for signs of pervasive soil contaminates since the past tests from Maser and Matrix did not provide this information. The testing will run between \$10,000 and \$15,000 and Mr. Edwards wanted her to have this conversation with the Board this evening so that any questions could be addressed during his report at next week's meeting. Mr. Walsh questioned the testing that was done by Matrix that he believed was rather extensive. Mrs. Coates said that the Maser and Matrix reports were provided to Mr. Edwards and they were helpful but did not include this information. Mrs. Smith also questioned expending \$7,800 that did not cover testing for contaminates. Mrs. Coates said that after reviewing both reports Mr. Edwards is recommending the soil testing and because of the large dollar amount he wants to further discuss this with the Board. Mrs. Coates said that Mr. Edwards made the point to say that if something is

Soil Testing

found at least this will give the Board the opportunity to budget for this within the referendum project as opposed to not doing the testing and finding out after the fact and not having a sufficient budget in place to correct the soil issue. Mr. Walsh said he did not object to the testing and asked for a copy of the report prepared by Mr. Erickson. Mrs. Smith also asked for a copy of the contract and report. Mrs. Garrett-Muly asked if any of the testing conducted by the DEP relating to the plume would provide any information for Mr. Edwards. Mr. Pellegrino said that an area of concern is the cinder track which has not been tested. Mrs. Coates said that Mr. Edwards' cost for preparing the RFP for the testing would not be an additional cost and is part of the approved contract with Edwards Engineering.

Soil Testing
(continued)

9. Superintendent's Report & Information Items

Superintendent
Report

Dr. Kasyan read the following resolution designating January 2015 as School Board Recognition Month. Dr. Kasyan said that he and Mrs. Coates wanted this resolution included in tonight's agenda. He thanked the Board Members for their time and efforts given to the children of the Manasquan School community and presented them with Certificates of Appreciation for their outstanding dedication and commitment to the Manasquan Board of Education. Mrs. Coates thanked the Board Members for giving their time to the students of the Manasquan School District.

School Board
Recognition
Month
Resolution

Recommend approval of the following resolution to designate the month of January 2015 to "School Board Recognition Month"

WHEREAS, The New Jersey School Boards Association has declared January 2015 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Manasquan Board of Education is one of more than 581 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The Manasquan Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 4,800 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in indicators such as high school graduation rates, class size, college

entrance exam participation, and Advanced Placement offerings and test scores. Now, therefore, be it

RESOLVED, That the Manasquan Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2015 as SCHOOL BOARD RECOGNITION MONTH; and be it further

RESOLVED, That the Manasquan Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

Dr. Kasyan provided a PowerPoint presentation that reflects some changes and or additions to the referendum project including those made by the elementary school PTO relating to the playground equipment. He said further discussion will take place at next week's meeting during the presentation made by the engineer and architect. Mrs. Garrett-Muly said that there were comments made at the PTO meeting regarding taking away space from the cafeteria. She said that if there is potential for special education classes in this area there should be consideration for soundproofing. Dr. Kasyan referred to the cafeteria and addition of special education classrooms in this area. He said the intent is to bring students back into district from out of district special education placements and provide programs suitable for their special needs. He said based on conversation at the PTO meeting he would suggest removing the changes in the elementary school cafeteria from the presentation and in the future possibly giving this reconsideration. Mrs. DiPalma said that there are space constraints in the cafeteria at this time and the PTO has very little space. Dr. Kasyan said that the architect will also be addressing the elementary school media center and will be asking the building principal, teachers and the media specialist for suggestions for this area.

In response to Mrs. Garrett-Muly question on where the district is in relation to state requirements for teaching a foreign language in the lower grades Dr. Kasyan said that it is required to teach a world language in Kindergarten through 3rd grade and he believed this is being done and if not he will find out why. He said that his plan for adding a Director of Curriculum and Instruction is to address this matter and to meet state mandates. Dr. Kasyan said that he would like to write several curriculums this summer and he will present this to the Board at budget time and one focus is on a language. He said the language of interest resulting from a high school student survey is Italian. He also spoke on utilizing New Jersey Virtual School and offering Mandarin Chinese and Latin in the future that could be taken in lieu of study hall.

Dr. Kasyan continued with the PowerPoint presentation and spoke on several suggested modifications to the science labs that he will present to the engineer and architect. He said that a recommendation was made for the addition of a second level over the high school cafeteria that will allow for more students utilizing the cafeteria at the same time and opening up more classroom opportunities. Dr. Kasyan also pointed out the importance of modifications and improvements to the HVAC system at the high school in addition to the safety and security in the buildings.

Dr. Kasyan said that he would be presenting the remainder of Superintendent's report at next week's meeting.

- Enrollment – **Document A**
 - Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports–**Document B**
 - HIB Report – **Document C**
 - Code of Ethics Review
 - January 23, 2015 Walk-thru at St. Denis with the Mayor and our professionals
- Recommend** approval and acceptance of the Superintendent's Reports.

School Board
Recognition
Month
Resolution
(continued)

PowerPoint
Presentation
on Proposed
Referendum

10. Student Board Representative Report – No Report

*Student Board
Representative
(no report)*

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

11. Public Forum on Agenda Items

Public Forum

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.

Mr. Pellegrino closed the public forum seeing no comments or questions from the public.

Mr. Pellegrino asked if there were any questions on #12 – Manasquan Motions: Items A through K. There were no questions by the Board.

*Manasquan
General Items*

12. MANASQUAN

*No Action
Taken*

General Items

- A) **Recommend** approval of the following transportation contract and agreement beginning January 20, 2015 and ending June 30, 2015:

<u>Route No.</u>	<u>Contractor</u>	<u>School</u>	<u>Hours</u>	<u>Student(s)</u>	<u>Cost</u>
E4844	Briggs	Shrewsbury Boro School	8:30-2:55	1	\$25,987.50 Incl. 1:1 aide

- B) **Recommend** approval of the revised appointments to positions specified for the period beginning January 5, 2015 and ending at the next reorganization meeting of the Manasquan Board of Education: (Corrections to previously approved appointments from January 5, 2015)

- Basic Skills Instruction Person & Representative: Donald Bramley
- Compliance Officer/Committee Coordinator under P.O. 94-142 Sec. 504 NJ Rehabilitation Act 1973: Sean McCarthy
- Chemical Hygiene Officer: Jesse Place

- C) **Recommend** approval of Dr. Smoller, Developmental Pediatrician, to conduct a developmental pediatric evaluation at a rate of \$450.00 for elementary school student #272538 as part of a Child Study Team Evaluation.

- D) **Recommend** approval of speech/language therapy services, as per Special Education Settlement for student #2444 to be billed separately from tuition (OOD placement), not to exceed \$10,000.00 for the 14/15 SY.

- E) **Recommend** to approve Barbara O'Boyle, of Always Available physical therapy services, for additional hours for the 14/15 SY as follows; 240 hours @ \$80.00 per hour, not to exceed \$19,200.00.

- F) **Recommend** to approve the carryover amount of \$1,865.00 from 13/14 SY to 14/15 SY due to non-expenditure of non-public funds in the basic IDEA grant.
- G) **Recommend** to approve the hiring of a full-time, Special Education Paraprofessional to support a newly identified kindergarten student, #272505, with autism.
- H) **Recommend** to approve David G. Katz, an Orthon-Gillingham Specialist, to complete a Program Assessment of the Special Education Reading Program in the elementary school at a rate of \$800.00 for student #2285.
- I) **Recommend** approval of the Superintendent's Quantitative Merit Goal focused on developing administrative capacity through literature and discussion as per **Document**.

Personnel

Discussed in Executive Session

Professional Days

- J) **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>
January 13, 2015	Rich Kirk	Monmouth Univ.	NJDOE PARCC Online Assessment Training	No	None
February 4, 2015	Rich Kirk, Rob Markovitch, Laura Wahl, Jessica Ciriello, Lauren Gawron, Cathy Taft, Donna Mead, Kali Mura, Elyse Boyes	Monmouth County Curriculum Consortium, Millstone Township	Next Generation Science Standards	Yes - 8	\$79 each registration \$15.50 each mileage
February 6, 2015	Oriana Kopec	Mullica Hall	STEM Workshop	Yes	\$139 registration \$51.83 mileage
February 11, 2015	Teri Trumpbour Lynn Walsh	Cherry Hill	Workshop on preparing Pre-K and Kindergarten students to meet the common core standards	No	\$229 registration

Student Action**Field Trips**

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 Fund</u>
February 2015	Jim Fagen	History (high school & elementary students)	United Nations	To learn about the history and workings of the United Nations	Yes - 4	Transportation 2 buses @\$475 each	None
March 26, 2015	Laura Wahl	6 th Grade	Algonquin Theater	To see a performance about World War II & Holocaust	Yes - 2	None	Students
April 14 & 15, 2015	Andrea Trischitta	Music, Language Arts	Middle-town Arts Center	NJ State Film Festival	Yes - 2	None	School Account

Manasquan
General Items
(continued)

No Action
Taken

Placement of Students on Home Instruction

K) **Recommend** that the following student(s) be placed on home instruction, as recommended by the Child Study Team:

#2809261300 Grade 5 January 13, 2015 – January 30, 2015 (Concussion)

Secretary's Report

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

The Business Administrator/Board Secretary certifies that as of **December 31, 2014** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Be it Resolved; that the amount of district taxes, excluding debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,095,838.66** and that Manasquan Borough Council is hereby requested to place in the hands of the Treasurer of School Moneys that amount within the 30 days in accordance with the statutes relating thereto.

Be It Resolved: Pursuant to N.J.A.C. 6A:23A-16.10 (c)3 the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **December 31, 2014** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

Recommend acceptance of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **December 31, 2014** per **Document**. (The Treasurer of School Moneys Report for the month of **December 2014** is on file in the Business Office and is in balance with the Secretary's Report).

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we the members of the Board of Education of the Borough of Manasquan, County of Monmouth, after having reviewed the Report of the Secretary and upon consultation with the appropriate officials, certify that as of **December 31, 2014** 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 **2014-2015 budgets** for

December and January as recommended by the Superintendent of Schools, as per Document.

Recommend **acceptance** of the **Elementary School Central Funds Report** for the month ending **December 31, 2014** as per Document.

Purchase Orders for the month of **January 2015** be approved, as per Document.

Recommend **acceptance** of the **Cafeteria Report** as per Document.

Be It Resolved: that the **Bills (Current Expense)** in the amount of \$ for the month of **January 2015** be approved. Records of, checks (#- #) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for December 2014 at \$ and checks (#- #).

Mr. Pellegrino asked if there were any questions on #13 – Manasquan/Sending District Motions: Items L through Q. There were no questions by the Board.

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Motion – Item #13-L.

Motion was made by Mr. Walsh, seconded by Mr. Clayton, to approve Manasquan/Sending District Motion – Item #13-L.

Discussion: None

Roll Call Vote: Ayes (9); Nays (0); Absent (3) Mr. Furey, Mr. Sorino and Mrs. Walsh

MOTION CARRIED

13. MANASQUAN/SENDING DISTRICTS

General Items

- L) **Recommend approval** of the following Manasquan High School Final Exam schedule:

Thursday, January 22

Block 1 Exam 7:38 a.m. - 9:38 a.m.

Passing 9:38 a.m. - 9:53 a.m.

Block 3 Exam 9:53 a.m.-11:53 a.m.

Passing 11:53 a.m.-12:08 p.m.

Block 4 Exam 12:08 p.m.-2:08 p.m.

Friday, January 23

Block 2 Exam 7:38 a.m. - 9:38 a.m.

Passing 9:38 a.m.- 9:53 a.m.

Block 5 Exam 9:53 a.m.- 11:53 a.m.

Passing 11:53 a.m.- 12:08 a.m.

Make-Ups 12:08 p.m.- 2:08 p.m.

Buses will arrive at the regular time on Thursday and Friday. Buses will depart at 2:10 p.m. on Thursday and at 12:10 p.m. on Friday.

- M) **Recommend** approval and acceptance of the Annual Training and Acknowledgement of Receipt of the New Jersey School Board Member and Trustee Code of Ethics and the participation in the required discussion and training of the ethics laws in accordance with N.J.A.C. 6A:32-3.2, as per Document ____.

Manasquan
General Items
(continued)

No Action
Taken

Manasquan/
Sending
District General
Items

MHS Exam
Schedule

Action Taken

- N) **Recommend** approval to enter into a 3-year tax exempt municipal lease agreement for the purchase of security cameras (CCTV Systems) as follows and as per **Document:**

Lessor: US Bancorp Equipment Finance, Inc.
 Term: 36 months
 Rate: 2.27%
 Principal Amount: Not to exceed \$100,000
 1st Pmt. Due Date: Upon executed lease documents

The board approval to solicit lease quotes and purchase this equipment occurred at the December 16, 2014 Board Meeting. Three proposals were received with rates ranging from 2.27% - 8.96%. The proposals will be kept on file in the Business Administrator's Office.

Personnel

Discussed in Executive Session

Athletics

Discussed in Executive Session

Professional Days

- O) **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>
January 13, 2015	Jesse Place	Monmouth Univ.	NJDOE PARCC Online Assessment Training	No	\$11.10 mileage
January 22, 2015	Jesse Place, Jamie Egan, Frank Scott	Edison	A national and state CTO perspective on PARCC	No	\$24.24 each mileage
January 27, 2015	Jesse Place Sean McCarthy	Princeton	PARCC Technical Training	No	\$25.69 each mileage
January 31, 2015	Colleen Smith	Mountain Lakes	Governance 1: New Board Member Orientation	No	\$43.98 mileage \$20 approx. tolls
February 4, 2015	Jesse Place, Barbara Kerensky, Barbara Buckley, Eric Wasnesky	Monmouth County Curriculum Consortium, Millstone Township	Next Generation Science Standards	Yes - 8	\$79 each registration \$15.50 each mileage
February 4, 2015	Gretchen Boodey, Jason Bryant, Brett Lomas, Justin Roach	Newark	Fast Track to PARCC Success	Yes - 5	\$995 registration
March 12, 2015	Lynn Coates	Mt. Laurel	NJASBO, Review of pensions	No	\$37.37 mileage

May 12, 2015	Sandi Freeman Kim Read	Mt. Laurel	Administrative Assistant Program	No	\$37.37 mileage
June 6, 2015	Eugene Cattani	Jackson Liberty	New Board Member Orientation	No	\$11.53 mileage

Manasquan/
Sending
District General
Items

No Action
Taken

Student Action

Field Trips

P) **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>b</u>	<u>Other</u> <u>Board Costs</u>	<u>Other</u> <u>Fund</u>
February 2015	Jim Fagen	History (high school & elementary students)	United Nations	To learn about the history and workings of the United Nations	Yes - 4	Transportation 2 buses @\$475 each	None

Placement of Students on Home Instruction

Q) **Recommend** that the following student(s) be placed on home instruction, as recommended by the Child Study Team:

#181434	Grade 9	December 17, 2014 – TBD (Hospitalization)
#151964	Grade 12	December 18, 2014 – TBD (Suspension)
#16640	Grade 11	December 22, 2014 – TBD (Hospitalization)
#182430	Grade 9	January 5, 2015 – TBD (Hospitalization)
#182250	Grade 9	January 9, 2015 – TBD (Disciplinary)
#18639	Grade 9	January 15, 2015 – TBD (Disciplinary)

Placement of Students Out of District

Recommend approval of the revised out of district placement list, as recommended by the Child Study Team as per **Document**.

Financials

Recommend acceptance of the following **High School Central Funds Report** for the month ending **December 31, 2014** as per **Document**.

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

14. Old Business/New Business

Under New Business: Mr. Pellegrino said that both he and Dr. Kasyan received an email today from Mrs. Walsh instructing him to tell the Board that she has resigned effective immediately. He said that as a result of her resignation the Board will have to select another board member and he read the policy relating to this process. He said that the vacant position will need to be filled to complete the remainder of Mrs. Walsh's term which expires December 30, 2015. He said that a public notice of the vacancy will be advertised inviting all qualified persons to submit a written request for consideration of his or her candidacy for the vacancy. The Board will then interview candidates and vote to appoint a candidate in public session with no vote made in executive session. Mr. Pellegrino said that in the past applications have been accepted with interviews taking place in public and then publically appointing the individual for the vacant seat. Mr. Walsh spoke of his experience when he applied for a vacant seat and said a vote was taken in private. Mr. Pellegrino said that it was not a vote but a consensus of the Board that they could not come to a determination. Mr. Walsh said that whatever steps are taken by the Board it should be conducted in public. Mr. Gross said that under the law it is permissible for the district to deliberate in private after interviews are conducted and interviews may also be conducted in private. He said that the deliberation of the board to discuss the candidates interviewed can be done in private session provided that the vote is conducted in public session. Mr. Gross pointed out that we are dealing in

Old Business /
New Business

Resignation of
Mrs. Walsh

semantics and the word “vote” is different than the word “consensus” “straw poll” and “opinion” which is permissible in private session while deliberating on any issues. He said all votes must be conducted in public session with the exception of the filing of tenure charges. Mr. Walsh said that although the Board could not come to a consensus in private session they still should have come out and taken a vote in public. Mr. Gross said the Board is not required to come out and take a vote according to statute. Mr. Pellegrino said that there was a clear deadlock in the straw poll and it did not serve any purpose to vote in public. Mr. Gross said it was up to the Board to decide if they will deliberate in executive session prior to voting in public since they are not required to deliberate in private session.

Mrs. Garrett-Muly said that it would behoove the Board to vote in public.

Mr. Pellegrino said the interviews will be held publically along with the vote. The Board approved to have Mrs. Coates advertise that applications would be accepted for the vacant board seat and application will be received no later than February 15 with interviews conducted at the February Committee of the Whole meeting.

Under Old Business: Mr. Pellegrino referred to his request at last month’s meeting for interested board members to notify him of their interest in serving on the Negotiations Committee. He said presently Mr. Clayton, Mr. Sorino and Mr. Walsh have expressed an interest and the committee is now complete.

Under New Business: Mr. Pellegrino said that an Ad Hoc committee will be formed for budget review prior to the public presentations and asked Board Members to contact him if interested in serving on this ad hoc committee.

There was no additional Old/New Business to come before the Board.

Mr. Pellegrino opened the Public Forum.

15. Public Forum

Public Forum

Donna Bossone, 122 N. Main Street, Manasquan – Mrs. Bossone referred to the proposed Criminal Justice program and asked if Dr. Kasyan was aware that the vocational school also has a criminal justice program in place in Long Branch. She asked if this was going to be categorized as an academy or a vocational program and if the criteria would be set in accordance with an academy placement and not a vocational program. Dr. Kasyan said that it is his plan to investigate how the programs are conducted in Neptune and Long Branch and associate the program with some type of law enforcement agency. He said that he has to further investigate what agency would like to parallel itself with Manasquan. He said that it is in the planning stage and he is unsure of the direction at this time with regard to an academy program or a vocational program.

Mr. Pellegrino closed the Public Forum seeing no further questions or comments from the public.

Mr. Pellegrino asked for a motion to enter Executive Session and read the following statement.

Motion was made by Mr. Cattani, seconded by Mrs. Smith, and approved by voice vote of all those present in favor to enter into Executive Session at 6:23 p.m.

MOTION CARRIED

Motion to
Enter Closed
Executive
Session

16. Executive Sessions

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 may 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 sixty (60) minutes after which the public meeting of the Board shall reconvene and proceed with business; and

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

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

- ___ 1. Confidential Matters per Statute or Court Order
- ___ 2. Impact Rights to Receive Federal Funds
- ___ 3. Unwarranted Invasion of Individual Privacy
- ___ 4. Collective Bargaining
- ___ 5. Acquisition of Real Property or Investment of Fund
- ___ 6. Public Safety Procedures
- ___ 7. Litigation or Contract Matters or Att./Client Privilege
- X 8. Personnel Matters (Leaves of absences, rescind of contract, chaperones)
- ___ 9. Imposition of Penalties Upon an Individual

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

The Board reconvened the Committee of the Whole meeting at 6:38 p.m. with no further action to be taken by the Board.

Mr. Pellegrino announced that due to the break in February the deadline for application letters for the vacant board seat would be Thursday, February 5, 2015.

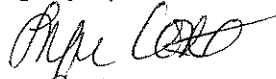
Mr. Pellegrino asked for a motion to adjourn.

Motion was made by Mr. Clayton, seconded by Mr. Walsh, and approved by voice vote of all those present in favor by adjourn the meeting at 6:39 p.m.

17. Adjournment

Motion to Adjourn

Respectfully submitted,



Lynn Coates

School Business Administrator/Board Secretary

*Motion to
Enter Closed
Executive
Session*

*Meeting
Reconvened*

Adjournment