

BOARD OF EDUCATION
Borough of Manasquan

The Combined Committee of the Whole and Regular Public Meeting of the Manasquan Board of Education was held in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, December 20, 2016.

The Board President, Mr. Pellegrino, called the meeting to order at 6:06 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.

Pledge of
Allegiance

2. Pledge of Allegiance

Mrs. Coates administered the Oath of Office to Mrs. McGarry, the sending district representative from Spring Lake Heights.

3. Oath of Office

- Anne McGarry, Spring Lake Heights Board Representative

Oath of Office
Ms. McGarry

4. Roll Call

<i>Donna Bossone</i>	<i>Mark Furey (Belmar) - absent</i>	<i>Thomas Pellegrino</i>
<i>Martin Burns - absent</i>	<i>Heather Garrett-Muly</i>	<i>Alfred Sorino</i>
<i>Eugene Cattani</i>	<i>Joseph Loffredo</i>	<i>Tedd Vitale (Brielle)-absent</i>
<i>Linda DiPalma – arrived 6:13</i>	<i>Anne McGarry (SLH)</i>	<i>Colin Warren</i>

Roll Call

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

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

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.

Mission
Statement

6. 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

Mr. Pellegrino read a letter sent to Dr. Kasyan from Martin Burns requesting the acceptance of his resignation as a member of the Manasquan Board of Education effective December 12, 2016. Mr. Burns has accepted a position as Deputy Attorney General with the Office of the Attorney General for the State of New Jersey which precludes him from holding an elected office.

Resignation
Martin Burns

Mr. Pellegrino said that an appointment will be made in the next 30 days to fill the vacant seat. He thanked Mr. Burns for his service to the board and wished him well in his new endeavor.

Mr. Pellegrino asked for a motion to accept and approve the minutes.

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

Minutes

Discussion: None

*Roll Call Vote: Ayes (8); Nays (0); Abstain (1) Mrs. McGarry; Absent (2) Mr. Furey, Mr. Vitale;
Vacant (1) 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 15, 2016. 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.

Mr. Pellegrino asked for the minutes to reflect the arrival of Mrs. DiPalma at 6:13 p.m.

Mr. Pellegrino turned the floor over to the Student Board Representatives for their reports.

8. Student Board Representative Report

Student Board
Representative
Reports

Cameron Carton introduced herself and said that she was chosen by Dr. Kasyan to be the December chairperson of the Student Leadership Advisory Council. She said the committee discussed upcoming events and new events to be added to the school program. Student Council suggested a Valentine's Day Dance or Winter Dance for seniors and juniors similar to the sophomore semi. In addition to the winter theme they would like to make it a Sadie Hawkins style dance with the girls asking the boys. A survey was sent out and they are currently collecting the students' votes for the dance. A major goal of the council is to get more student involvement during Homecoming Week and suggested incentives were being looked into by the council to increase the student participation.

Dr. Kasyan said that the Student Leadership Advisory Council concept germinated this summer with a discussion he had with Mr. Coppola. The Manasquan students have a profound impact in the school and both he and Mr. Coppola felt it was imperative to get them actively engaged within the school culture. He said the student are coming up with great ideas and he is very proud of their efforts.

Karley Grogan reported that this month the Key Club would be involved in the Manasquan Elks breakfast, the Manasquan Elks Christmas Party, Homework Helpers program on Wednesdays and Tutoring Homework Helpers on Thursdays as well as the Brielle Elementary School Boys' basketball scoreboard and working the concession stands for both boys and girls basketball games at Manasquan.

Christopher Driscoll reported on the Homecoming Week activities that took place at the end of last month from November 18th to November 24th. The Yearbook Club hosted the Annual Homecoming Dance on November 18th. On Sunday, November 28th, the Student Council hosted the annual Powder Puff game between the junior and senior girls. During the Homecoming Week each day had a different theme and on Tuesday night each class was assigned a hallway to decorate and were given a chance to compete against each other. A pep rally was held on Wednesday along

with the annual homecoming parade that evening. The Student Council members volunteered to work at the snack shakes during the annual Manasquan/Wall Thanksgiving Day football game. The Student Council will start preparing future events once they return from Christmas break.

Mr. Pellegrino asked for a motion to accept the Student Board Representative Report.

Motion was made by Mr. Cattani, seconded by Mr. Loffredo, to accept the Student Board Representative Report.

Discussion: None

Roll Call Vote: Roll Call Vote: Ayes (8); Nays (0); Abstain (1) Mrs. McGarry; Absent (2) Mr. Furey, Mr. Vitale; Vacant (1) **MOTION CARRIED**

Mr. Pellegrino continued with the Presentations and turned the floor over to Dr. Kasyan.

9. Presentations

- **Holiday Chorus Presentation** – Presented by members of the High School Chorus

The High School Chorus provided a selection of holiday music prior to the start of the meeting.

- **Elementary School Girls' Soccer Team**

Dr. Kasyan welcomed everyone in attendance and invited them to partake in a celebratory cake that would be served after the presentations in honor of the elementary school girls' soccer team. Dr. Kasyan congratulated the team on winning the 2016 MCAL Monmouth County Athletic League tournament. Dr. Kasyan invited Coach Russoniello to the podium to assist in presenting certificates to the team. Mr. Russoniello thanked Dr. Kasyan and the board for recognizing the team this evening. Prior to acknowledging the team he congratulated all the other individuals being recognized and honored this evening. Mr. Russoniello spoke on the achievements of the team during the season and congratulated and thanked the girls for their efforts and teamwork. The team was presented a picture, certificate and Wally Bucks.

- **High School Students of the Month for November** – Allison Johnson, Senior – Gabrielle Popovitch, Junior – Jalen Tyler, Sophomore – Daphne Nesnay, Freshman
- **High School Teacher of the Month for November** – Jason Bryant
- **Elementary School Student of the Month for November**– Kate Capodanno
- **Elementary School Teacher of the Month for November**– Elizabeth Walling
- **Elks Elementary School Student of the Month for November**– Luis Morales
- **Elks Teenager of the Month for November**– Caroline Carter

Dr. Kasyan continued with the recognitions of the students of the month and provided the criteria used in the selection of these students. He recognized and congratulated the high school and elementary students of the month, the Elks Elementary School Student of the month, Elks Teenager of the month and teachers of the month for both the high school and elementary school. Certificates and Wally Bucks were presented to all the honorees.

A brief recess was held to partake in the celebratory cake.

Student Board
Representative
Reports
(continued)

Presentations

Elementary
School Girls'
Soccer Team

Student and
Teachers of the
Month

Mr. Pellegrino continued with the meeting and turned the floor over to Mrs. Graziano and Mrs. Kerensky for the Gifted and Talented Program Presentation.

Presentations
(continued)

- **Gifted and Talented Program Presentation – Presented by Barbara Kerensky and Colleen Graziano**

Gifted and
Talented
Program

Mrs. Graziano provided information on some of the changes that have been made over the past two years to the Gifted and Talented programs. She shared a timeline and history from over the past two years that shows where the program was and where it is today. She spoke on the professional development provided to the staff on STEM Education and the goal to initiate a STEM Education program school wide, not just utilizing it for students in grades K through 8, but to use STEM Education to further advance the Gifted and Talented program and Enrichment program. Mrs. Graziano provided an overview on how STEM is being used in the different grade levels. Mrs. Graziano expressed appreciation to the PTO for their assistance in researching programs and funding of the programs that are offered after school to the students. Mrs. Graziano spoke on the specific criteria in place for acceptance into the accelerated programs. She said the goal of the accelerated programs is to provide differentiated instruction for the highest achievers and provide enhanced opportunities for more critical thinking and problem solving. She said with STEM education there it is planned to move more towards the design process bringing in an engineering component and the presentation of all the grade level curriculum in an advanced manner.

Mrs. Kerensky provided information on how the curriculum is being used and the differentiating activities using STEM to advance the program. She provided details on classroom activities and explained how critical thinking, problem solving, creativity and exploration are key components being used by all students and especially by the accelerated group of students. She said the program is student directed with less guidance so the students think outside the box.

Mrs. Graziano complimented her staff for all of their efforts with the STEM and Gifted and Talented programs.

Mrs. Garrett-Muly asked if the presentation and curriculum could be included on the website.

Dr. Kasyan continued with the presentation of the 2015-2016 audit by Robert Hulsart.

- **2015-2016 School Year Presentation – Presented by Robert A. Hulsart, Jr. of Robert A. Hulsart and Company**

2015-2016
Audit
Presentation

Mr. Robert Hulsart Jr., said he was pleased to come before the board to report that the results of the audit examination were excellent. He said that the district was in full compliance with all regulatory requirements. He complimented Mrs. Coates and her staff with being very dedicated to the work being done in the district. There were no questions for Mr. Hulsart from the board. Dr. Kasyan complimented Mr. Hulsart for never providing any inconvenience to the district's staff during the audit. Mr. Hulsart said that he is very appreciative for all of the cooperation he and his team receive during the audit process. Dr. Kasyan complimented Mrs. Coates and her staff for having no audit recommendations this year.

Mrs. Coates thanked Dr. Kasyan for acknowledging the business office staff. She said that it is a team effort and thanked the entire administrative team, their assistants, the superintendent's office, the treasurer of school funds and the advisors for their assistance in following the compliance issues and this cooperation enabled the district to have an outstanding audit.

Mr. Pellegrino continued with the discussion items for the December 20, 2016 agenda. He turned the floor over to Dr. Kasyan for the Education, Curriculum & Technology items.

10. Discussion Items for December 20, 2016 Agenda

• Education, Curriculum & Technology- Agenda Items*

Dr. Kasyan shared a letter Mrs. Polak received from the executive director of the Oakwood School complimenting Ms. Pam Cosse, a member of the Child Study Team, in handling a very delicate case with compassion, dedication and professionalism during an evaluation meeting. Dr. Kasyan thanked Mrs. Polak for sharing this letter with him and said it will be placed in Ms. Cosse's personnel file.

○ Student and Exchange Visitor Program

Dr. Kasyan reported that the district has put in an application to the Student and Exchange Visitor Program. There was a cost of \$2500 for the application process that will allow student and exchange visitors to attend Manasquan High School. He explained the admittance and acceptance process and asked if there were any questions on the program. Mr. Pellegrino asked if he knew of any schools currently participating in the program. Dr. Kasyan said that Christian Brothers Academy and Monsignor Donovan are participating in the program at this time and St. Rose is currently looking into the program.

○ StarLab

Dr. Kasyan reported that the StarLab arrived at the high school this week. Ms. McHugh brought this concept back to the district after attending a workshop featuring the StarLab. The lab will be in the high school for one week and an invitation has been extended to the sending district students to participate in the lab. Dr. Kasyan explained how the StarLab can be programed to coordinate the constellations with different curricula in addition to science. Dr. Kasyan would like to see the program brought back in the future.

○ Therapy Dog*

Dr. Kasyan spoke on the therapy dog concept that he would like to bring into the district for the students. Information has been provided to the board on the program. The PTO and Manasquan Elementary School Education Foundation have agreed to provide the \$250 each for the down payment on the dog. The total cost for the dog is \$3000. He explained that there is a training process that the responsible individual will have to complete with the dog for either service or therapy so it can be used within the education environment. He is asking the board to approve to move forward with the investigation of the therapy/service dog and he will be seeking donations to cover the cost. Dr. Kasyan addressed a question asked on the difference between a therapy and service dog. He is looking for the emotional piece that will provide a certain sense of security for the children.

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

• Policy– Agenda Items *

○ P 5530 Substance Abuse

Dr. Kasyan referred to Policy 5530 and the revision that now defines "immediate" indicating that there is a two hour window for testing when a student is under suspicion. If a student is not tested within the two hour window they could be considered under the influence.

• Finance– Agenda Items*

○ Update of 2015-2016 Audit

• Buildings & Grounds/Facilities

Mrs. Coates referred to page 5 of the agenda – Item 28 and thanked the Manasquan High School Endowment and Alumni Fund for their partnership with the board of education in providing the LED light fixtures that will be installed over the winter break. She said this project amounts to around \$12,500 and through this partnership the net cost to the board will be \$5,844. She also thanked Cooper Electric for their assistance with the submission of the BPU incentive rebate grant.

Discussion
Items

Education,
Curriculum &
Technology

Student &
Exchange
Visitor
Program

StarLab

Therapy Dog

Personnel
(Exec. Session)

Policy

Finance

Buildings &
Grounds

Mr. Pellegrino continued with the Superintendent's report and turned the floor over to Dr. Kasyan.

11. Superintendent's Report & Information Items

- Enrollment– **Document A**

Dr. Kasyan reported a total district enrollment as of November 30, 2016 of 1576 with 945 students at the high school and 631 students at the elementary school, as specified in Document A.

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

Dr. Kasyan reviewed the attendance comparison, fire drill, bus evacuation and suspensions and tardy reports, as specified in Document B. The reported drills have fulfilled the state requirements for both schools.

- HIB Monthly Report - **Document C**

Dr. Kasyan reported that at the elementary school there was one HIB investigation that resulted in a negative incident with counseling being provided as remediation. There were three HIB investigations and all were confirmed and the students involved received counseling as well as in school suspension and detentions, as specified in Document C.

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

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

Discussion: None

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (2) Mr. Furey, Mr. Vitale; Vacant (1)

MOTION CARRIED

Recommend approval and acceptance of the Superintendent's Report.

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

12. 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.

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

Mr. Pellegrino asked for a motion to approve Manasquan Items #13 through #26.

Motion was made by Mrs. DiPalma, seconded by Mr. Loffredo, to approve Manasquan Items #13 through #26.

Discussion: None

Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (0); Vacant (1)

MOTION CARRIED

Superintendent
Report
Enrollment
Document A

Attendance,
Fire, Bus
Evacuation,
Suspensions &
Tardy Reports
Document B

HIB Monthly
Report
Document C

Acceptance of
Superintendent
Report

Public Forum
on Agenda
Items

Manasquan
Items #13
through #26

MANASQUAN
General Items

13. 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 **November 30, 2016** 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: 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, 2016** 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 **November 30, 2016** per **Document D**. (The Treasurer of School Moneys Report for the month of **November 2016** 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 **November 30, 2016** 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 **2016-2017 budgets** for **November and December** as recommended by the Superintendent of Schools, as per **Document D**.

Recommend acceptance of the **Elementary School Central Funds Report** for the month ending **November 30, 2016** as per **Document E**.

Purchase Orders for the month of **December 2016** be approved, as per **Document F**.

Recommend acceptance of the **Cafeteria Report** – **Document G**.

Be It Resolved: that the **Bills (Current Expense)** in the amount of **\$1,436,746.73** for the month of **December 2016** be approved. Records of checks (**#39407** through **#39505**) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for **November 2016** at **\$2,343,271.33** and checks (**#39274** through **#39406**).

14. Recommend approval of the Superintendent's 2016-2017 Quantitative Merit Goal focused on the establishment of a Student Advisory Council.

15. Recommend approval to accept the Audit and CAFR Reports of the Financial Records of the Manasquan School District for the period ended June 30, 2016, as presented by Robert A. Hulsart, Jr., of Robert A. Hulsart and Company, as per **Document H**.

*Financial
Reports*

*Secretary's
Certification*

*Acceptance of
Secretary's
Certification*

*Secretary's
Financial &
Investment
Report
Document D*

*Budget
Certification
Document D*

*E.S. Central
Funds Report
Document E*

*Purchase
Orders
Document F*

*Cafeteria
Report
Document G*

Bills

*Confirmation
of Bills*

*2016-17 Merit
Goal Student
Advisory
Council*

*Audit/CAFR
Reports
Document H*

16. **Recommend** acceptance of the Final Eligible Cost Letter from the State of New Jersey Department of Education for State Project No. 2930-060-17-1000 – Manasquan Elementary School, as per **Document I**.
17. **Recommend** approval of Change Order #3 from SLS Construction LLC, providing a 15-day extension to the contract time to provide confirmation of security hardware selection by school and architect for the Security Vestibule at the elementary school at no increase to the contract amount.
18. **Recommend** approval of Dr. Greco, Neuropsychology Rehabilitation Services, LifeSpan, to observe/provide recommendations regarding student #211808 in a school setting in January 2017, for \$150 per hour for 3 hours, not to exceed \$450.00.
19. **Recommend** approval to carry over IDEA funds from the 16/17 SY in the amounts of \$7,287.00 in Pre-School Grant and \$44,917.00 in Basic Grant.
20. **Recommend** approval to amend current 2017 SY IDEA Grant to incorporate carry over funds in the amount of \$7,287.00 in Pre-School and \$44,917.00 in the Basic Grant.
21. **Recommend** approval of Dr. Joan Bruno, Communication Technology Resources, to complete an Augmentative and Alternative Communication Evaluation for student #313172, not to exceed \$700.00.
22. **Recommend** approval of the following revised policy, as per **Document J**:
- P5530 Substance Abuse Policy

Professional Days

23. **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>
March 1, 2017	Valerie Vayas Christin Walsh Kindle Kuriscak	Trenton – TCNJ	Dyslexia Screening Workshop	Yes-1	\$75.00 each person \$29.95 mileage
January 26, 2017	Kathleen Stonaker	Millstone	LDTC Workshop	No	Mileage-\$8.00
January 17, 2017	Jaimee McMullen Robert Markovitch Desiree Faul Oriana Kopec	Monroe	STEM Workshop	Yes-4	Mileage-\$19.46 each Registration-\$149.00 each
January 13, 2017	Colleen Graziano	Monroe	Formative Assessment Workshop	No	Mileage-\$19.22 Registration-\$149.00

Student Action

Field Trips

24. **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>
January 11, 2017	Oriana Kopec Heather Saake	Student Council	Trenton - TCNJ	Winter Conference	Yes-2	Bus - \$353.00	Student Funds

FEC Letter
MES Project
Document I

SLS Change
Order #3

Dr. Greco –
LifeSpan
Student
Evaluation

IDEA Carry
Over 16-17SY

2017SY IDEA
Grant
Amendment

Dr. J. Bruno,
CST Evaluation
Services

Policy Revision
P5530
Document J

E.S.
Professional
Days

E. S. Field Trips

Placement of Students on Home Instruction

25. **Recommend** that the following student(s) be placed on home instruction, as recommended by the Child Study Team: **None at this time**

E.S. Home
Instruction
(no report)

Placement of Students Out of District

26. **Recommend** approval of the revised External Placement list that reflects both transportation and tuition costs for the 2016-2017 school year, as per **Document K**.

Out of District
Placements
Document K

Mr. Pellegrino asked for a motion to approve Manasquan/Sending Districts Items #27 through #44.

Motion was made by Mr. Sorino, seconded by Mrs. DiPalma, to approve Manasquan/Sending Districts Items #27 through #44.

Discussion: Mrs. DiPalma referred to Item #34 and asked if we have a student from Franklin Lakes School District. Mrs. Coates said this student is in a facility in close proximity to the Franklin Lakes School District and it is more feasible and cost effective for them to provide the home instruction to the student.

Mrs. Garrett-Muly asked for clarification on Item #29 as to whether the district is exploring or purchasing the therapy dog. Dr. Kasyan said he is trying to find the funds first so he would like the motion approved to allow him to seek funding.

Mrs. Bossone asked who would be responsible for the care of the dog. Dr. Kasyan said the handler will not be paid but the district would be responsible for any cost relating to the care of the dog. A discussion took place on who would be responsible for the dog during the school day and after school hours. Dr. Kasyan said there would be an application process involved in the selection of this individual or individuals.

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (2) Mr. Furey, Mr. Vitale; Vacant (1)

MOTION CARRIED

Manasquan/
Sending
District Items
#27 through
#44

MANASQUAN/SENDING DISTRICTS

General Items

27. **Recommend** acceptance of the Final Eligible Cost Letter from the State of New Jersey Department of Education for State Project No. 2930-050-17-1000 – Manasquan High School, as per **Document 1**.
28. **Recommend** approval of the purchase of Manasquan High School gymnasium LED light fixtures from Cooper Electric, in the amount of \$9,444 (minus \$3,600 from BPU incentives with a net cost to the board of \$5,844). The installation of fixtures will be through a donation from the Manasquan High School Endowment and Alumni Foundation. The work will be provided by Schwier Electric, LLC.
29. **Recommend** approval of the purchase of a therapy dog in the amount of \$3,000.00, and the creation an account for the maintenance of the therapy dog.
30. **Recommend** approval of the **Facility Use Agreement** with the Manasquan First Aid Squad and the Manasquan School District for the **2017-2022** lease term at a monthly cost of \$500 per month (\$5,000 per school year), as per **Document 2**.
31. **Recommend** approval of the acceptance of a \$500.00 donation from the American Association of Chemistry Teachers for the Manasquan High School Science Department.

FEC Letter
MHS Project
Document 1

MHS
Gymnasium
LED Lighting
Project

Therapy Dog

Facility Use
Agreement –
Manasquan
First Aid Squad
Document 2

Donation
American
Assoc.
Chemistry
Teacher

32. Recommend approval of the use of Little Dreamers Play Café and Learning Studio, Sea Girt, as an outside facility for cheerleading practice for the 2016-2017 school year, at no cost to the district.

*Little Dreamers
Play Café –
Cheerleading
Practice*

33. Recommend approval of Waters and Sims Employment Services, Inc., Red Bank, to work with student #172906 effective December 20, 2016 through the remainder of the 16-17 school year, on instruction, training, support and job shadowing not to exceed \$7,420.00 (funded through IDEA Basic Carryover funds).

*Waters & Sims
Employment
Services*

34. Recommend approval for Franklin Lakes School District to provide Home Instruction for student #1991 at a rate of \$50.48 (total of 50 hours), not to exceed \$2,524.00.

*Franklin Lakes
School District
Home
Instruction*

35. Recommend approval of Bilingual Evaluations Services, Monica Peters to conduct a Bilingual Psychological Evaluation at a rate of \$495.00, and Bilingual Speech, Nilda Collazo, to conduct a Bilingual Speech/Language Evaluation at a rate of \$575.00 for pre-school student #273264, as part of a Child Study Team Evaluation.

*M. Peters
Bilingual Psych.
Evaluations*

36. Recommend approval for Family Resource Associates, Shrewsbury, to conduct an Assistive Technology Evaluation for student #2429 not to exceed \$600.00.

*Family
Resource
Assoc. – CST
Evaluation*

37. Recommend approval of the appointment of Susan Fick, Special Education Teacher, to provide Wilson Level I reading instruction from July 1, 2016 through June 30, 2017, to student #192909 twice a week for 50 minutes at a rate of \$50.00 per session, (paid by Brielle).

*S. Fick, Wilson
Level I Reading
Instruction*

38. Recommend approval of Megan Rogers, Communications Disorder Student at West Chester University, to complete 6 hours of observation with District Speech Therapists during the month of January 2017.

*M. Rogers,
Observation
with Speech
Therapists*

39. Recommend approval of the creation of Central Fund account for the following:

- **Robotics Club**

*Central Fund
Account
Robotics Club*

Professional Days

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

*H.S.
Professional
Days*

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
2016-2017 School Year	Dr. Frank Kasyan	To be reimbursed .31 a mile for mileage related to job duties	As per contract	No	Not to exceed \$2,500.00
2016-2017 School Year	Lynn Coates	To be reimbursed .31 a mile for mileage related to job duties	As per contract	No	Not to exceed \$1,000.00

MINUTES – December 20, 2016

2016-2017 School Year	Margaret Polak	To be reimbursed .31 a mile for mileage related to job duties	As per contract	No	Not to exceed \$600.00
2016-2017 School Year	Rick Coppola	To be reimbursed .31 a mile for mileage related to job duties	As per contract	No	Not to exceed \$200.00
January 26-27, 2017	Frank Kasyan Jesse Place Frank Scott	Atlantic City, NJ	NJASA Techspo	No	Registration- \$425.00 each Hotel - \$99.00 each M&IE - \$34.00 each Mileage – \$45.82 each Tolls – \$6.00 each Parking – \$10.00 each
January 26, 2017	Kyle Froehlich Lisa Kukoda	Atlantic City, NJ	NJASA Techspo	No	Registration- \$275.00 each Mileage – \$45.82 each Tolls – \$6.00 each Parking – \$10.00 each
January 27, 2017	James Egan	Atlantic City, NJ	NJASA Techspo	No	Registration- \$275.00 Mileage – \$45.82 Tolls – \$6.00 Parking – \$10.00
December 7, 2016	Amy Edwards	NJIT, FDU and Stevens Institute of Technology	Academy of Engineering Articulation	Yes	Mileage-\$51.46 Tolls-\$13.65
January 17, 2017	Amy Edwards	NJNG – Wall, NJ	Power Save School Grant	Yes	None
November-December 2016	Claire Kozic	Online Certification	Mindful Educator Essentials	No	Registration - \$150.00
January 26, 2017	Susan Lord Van Note	Millstone	SLD and Dyslexia Workshop	No	None
January 12, 2017	Dr. Frank Kasyan	Piscataway	Developing Shared P12 Vision – Joining Hands Across Continuum	No	None
March 13-16, 2017	Peter Cahill	Atlantic City	Athletic Director Convention	No	Mileage-\$42.65 Hotel-\$273.00 Registration-\$375.00

H.S. Professional Days
(continued)

School Business Days

- 41. Recommend** approval of substitute coverage (1/2 day each attendee) for the following to attend in district NJHS Faculty Council Meetings on February 21, 2017 and March 21, 2017:

Heather Saake
Andrew Manser
Teresa Reichey

Kimberly Ward
Carrie Eastmond
AnnMarie LaMorticella

H.S. Substitute Coverage

Student Action
Field Trips

42. 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>
December 2, 2016	Alan Abraham	Jazz Band	Manasquan	Tree Lighting	No	None	None
December 17, 2016	Alan Abraham David Buckle	Jazz Band	Manasquan Elks	Children's Holiday Event	No	None	None
May 24, 2017	John Driscoll Linda Hoeler Robert Waldeyer Erich Hoffman Harry Harvey	Academy of Finance	Jackson – Six Flags Great Adventure	Business and Marketing Education Day	Yes-4	Bus - \$600.00	None
May 15, 2017	James Fagen Jason Bryant Thomas Russoniello Kristine Yellowich	History Club	Philadelphia	Museum of the Revolutiona ry War	Yes-4	Bus - \$700.00	Studen t Funds
January 27, 2017 (Tentative Date)	Amy Edwards Barbara Buckley	Academy of Engineerin g	Google Headquarter s NYC	STEM Related Careers for Women	Yes-2	Bus- \$500.00	None

Placement of Students on Home Instruction

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

#192616 **Grade 10** **November 21, 2016 – June 21, 2017 (Medical)**
 #192783 **Grade 10** **November 18, 2016 – January 20, 2017 (Medical)**
 #1991 **Grade 12** **December 5, 2016 – June 20, 2017 (Medical)**
 #172906 **Grade 12** **December 5, 2016 – June 20, 2017 (Medical)**
 #182557 **Grade 11** **December 15, 2016 – June 20, 2017 (Medical)**
 #203131 **Grade 9** **November 23, 2016 – To Be Determined (Medical)**

Financials

44. Recommend acceptance of the following **High School Central Funds Report** for the month ending **November 30, 2016** as per **Document 3**.

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

45. Old Business/New Business

Under New Business:

Mr. Pellegrino reminded the board members that Mandated Board Member training for 2016 must be completed by December 31st. Members were asked to contact Lynn Coates or Sandi Freeman for any assistance with the training process.

Mr. Pellegrino reviewed the process involved in finding a replacement for Mr. Burns' vacant seat and said that this must be done within 30 days. He said this would fall in line with the January 31st meeting. Interested individuals may send a letter of interest to Lynn Coates in the board office and interviews will be conducted at the meeting on January 31st. The appointed individual will serve during the 2017 calendar year with the remaining year put on the ballot in November. Mrs. Bossone asked if this would be advertised in the paper. Mr. Gross said it was not required to advertise in the paper since it was not in our policy. A notice will be posted on the website.

Board Vacancy

Under Old Business:

Mrs. Garrett-Muly asked if an update on the strategic planning could be made available for review. Dr. Kasyan said an update would be provided at the next board meeting.

Strategic
Planning
Update

Mrs. Garrett-Muly complimented the high school administrators, staff and students on the manner in which they addressed and handled the medical emergency that took place in the high school. Dr. Kasyan said he was very proud and impressed at how the situation was handled and all the parts fell into place. He congratulated Mr. Read, the high school nurse and all others that stepped up to assist during the emergency. Mr. Read said that it may have been the greatest team effort in a crisis situation that he has ever seen.

Medical
Emergency at
High School

Mr. Pellegrino opened the second public forum.

46. Public Forum

Mr. Pellegrino closed the public forum seeing on comments from the public.

Public Forum

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

Motion was made by Mr. Sorino, seconded by Mr. Loffredo, and approved by voice vote of all those present in favor to enter into executive session at 7:35 p.m. MOTION CARRIED

47. Executive Session

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.

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
- X 7. Litigation or Contract Matters or Att./Client Privilege (**Legal Matter, Pending Litigation**)

- X 8. Personnel Matters (Hiring, Leave of Absence, **Resignation**)
 9. Imposition of Penalties Upon an Individual

Executive
Session
(continued)

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

Mr. Pellegrino asked for a motion to reconvene the meeting.

Meeting
Reconvened

Motion was made by Mr. Warren, seconded by Mr. Cattani, and approved by voice vote of all those present in favor to reconvene the meeting at 8:01 p.m. MOTION CARRIED

Mr. Pellegrino asked for a motion to approve Manasquan Item #48.

Manasquan
Item #48

Motion was made by Mr. Loffredo, seconded by Mrs. Garrett-Muly, to approve Manasquan Item #48 – Elementary School Personnel, as specified in Document L.

Discussion: None

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

MANASQUAN

Personnel

E.S. Personnel
Document L

- 48. Recommend** approval of the Elementary School personnel as per **Document L.**

Mr. Pellegrino asked for a motion to approve Manasquan/Sending Districts Item #49.

Manasquan/
Sending
District Item
#49

Motion was made by Mr. Loffredo, seconded by Mrs. Bossone, to approve Manasquan/Sending District Item #49 – Manasquan High School Personnel, as specified in Document 4.

Discussion: None

Roll Call Vote: Ayes (9); Nays (0); Absent (2); Abstain (0); Vacant (1) MOTION CARRIED

MANASQUAN/SENDING DISTRICTS

Personnel

H.S. Personnel
Document 4

- 49. Recommend** approval of the High School personnel as per **Document 4.**

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

Adjournment

Motion was made by Mr. Sorino, seconded by Mrs. Bossone, and approved by voice vote of all those present in favor to adjourn the meeting at 8:03 p.m. MOTION CARRIED

50. Adjournment

Motion to Adjourn

Respectfully submitted,



Lynn Coates
Board Secretary