

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 Charles Raffetto Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, February 27, 2018.

The Board President, Mr. Pellegrino, called the meeting to order at 6:00 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

3. Roll Call

<i>Bruce Bolderman</i>	<i>Mark Furey (Belmar)</i>	<i>Thomas Pellegrino</i>
<i>Donna Bossone</i>	<i>Terence Hoverter - absent</i>	<i>Alfred Sorino</i>
<i>Eugene Cattani - absent</i>	<i>Stephen LaValva (Brielle)</i>	<i>Joseph Loffredo - absent</i>
<i>Linda DiPalma</i>	<i>Anne McGarry (SLH) – arrived 6:02</i>	<i>Colin Warren</i>

Roll Call

**Brielle Board of Education Board Representatives: Tedd Vitale and Joseph Milancewich were not in attendance.*

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Gabrielle Pettineo, Board Attorney; Lesley Kenney, Director of School Counseling Services; Barbara Kerensky, Director of Curriculum and Instruction; Jesse Place, Director of Technology and Human Resources; Sandi Freeman, Recording Secretary; Christopher Black and Julianna DeGenova, Student Board Representatives. Absent: Madison Rydholm and Olivia Easton, Student Board Representatives. Quorum Reached

Mr. Pellegrino explained that this year the Brielle Board of Education has a committee to represent their board. Mr. Vitale will be the primary representative but in his absence Dr. LaValva or Mr. Milancewich will fill in for him.

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

4. 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

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

Statement to the Public

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
(continued)

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

Motion was made by Mr. Sorino, seconded by Mr. Bolderman, to accept and approve the minutes as specified in Item #6.

Discussion: None

Roll Call Vote: Ayes (8); Nays (0); Abstain (1) Mr. Warren; Absent (3) Mr. Cattani, Mr. Hoverter, Mr. Loffredo
MOTION CARRIED

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 January 23, 2018. 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.

Minutes

Mr. Pellegrino continued with the Student Board Representative Report.

7. Student Board Representative Report

Julianna DeGenova reported that the Key Club members are participating in the babysitting and homework clubs at the elementary school and working on plans for the Squan-a-thon.

Student Board
Representative
Report

Mr. Pellegrino asked for a motion to accept the report.

Motion was made by Mrs. Bossone, seconded by Mr. Sorino, to accept the Student Board Representative Report.

Discussion: Dr. Kasyan reported that he and Mr. Place had the pleasure to attend the Union League Club in New York and witness the Evans Scholarships being presented. Christopher Black represented Manasquan High School at this scholarship meeting and spent the day answering questions from the committee. Christopher provided details on the Evans Scholarship which is a caddy scholarship. Both he and Dan Kelly were nominated by the Spring Lake Golf Club. Christopher was invited to interview in New York City at the Union League Club and was awarded a four year full tuition, room and board scholarship to Penn State University.

Dr. Kasyan said that both he and Mr. Place had the opportunity to hear the majority of the speeches and at the end of the day a vote was taken for each candidate and Chris received a unanimous vote from everyone in the room and on the committee to receive the scholarship.

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mr. Cattani, Mr. Hoverter, Mr. Loffredo
MOTION CARRIED

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

8. Presentations

Presentations

Dr. Kasyan said that prior to acknowledging the students and teachers of the month, he wanted to give the audience the opportunity to hear the following presentations.

He introduced the chairperson of the Instructional Council, Allyson Griffith, who spoke on a goal that has been achieved by the Instructional Council for this coming summer.

- **Instructional Council – Presented by Allyson Griffith**

Ms. Griffith thanked the Instructional Council for assisting in gathering the information for the summer academy that will consist of three different program offerings. The first program offering will be a Credit Recovery course that consists of six weeks of instruction – July 9 through August 3 – for two hours per day. She said this will give students an opportunity to retake a class with a Manasquan teacher. This offers a much more favorable opportunity than an on-line program because it will provide one on one interaction with a teacher. The second program offering called AP Bridge will run from July 9 through July 13. Students will be invited to attend two 2-hour sessions with their future AP teacher and this will allow the student to brush up their skills prior to entering the class. The sessions will be staggered in order to appeal to every AP class offered in the high school. The third program offering is called Freshmen Focus and is geared to students attending Manasquan Middle School and the sending district students. The program will run from July 9 through July 13 and will consist of five 2-hour sessions. The Manasquan teachers will review the skills needed as a freshman in addition to familiarizing the students with the high school and introducing them to student athletes, clubs and organizations. Dr. Kasyan thanked Ms. Griffith for her report.

- **Later Start Time Committee Presentation – Presented by Kelly Balon, Barbara Buckley, and Chryseis McHugh**

Dr. Kasyan introduced Kelly Balon, Barbara Buckley and Chryseis McHugh to present the report from the Later Start Time Committee. The committee has been meeting for a year and a half focusing on research throughout the country to question if the students in the elementary school and high school should have a change to their start time. The community was also surveyed on this topic. Dr. Kasyan turned the floor over to the committee members to focus on the results found from their research study. Dr. Buckley thanked the board for the opportunity to present the results found by the committee. In October volunteers from both the high school and elementary school met to determine and evaluate the feasibility and necessity of changing the start time while minimizing the change to the high school end time and minimizing a time change at the elementary school. She reported that multiple studies were released that support starting school later and several schools in New Jersey have pushed back their start time to 8:00 a.m. Dr. Buckley provided rationale that supports this change. Ms. McHugh and Ms. Balon reported on the results of the surveys that were conducted with parents and students to investigate whether there was support for this change. Based on the findings of the surveys the committee is proposing a start time at the high school of 8:05 and an end time of 2:46. This change at the high school would require a proposed start time change at the elementary to 8:35 with a 3:10 end time. A copy of the School Start Times presentation will be included in the formal minutes.

Mrs. Bossone asked if a half hour differential in the start time would have impact on the students. Ms. Buckley said that when the district has a delayed opening there is a significant improvement in the attention span and also allows the student to have more time to eat breakfast at home. Dr. Kasyan thanked Ms. Balon, Dr. Buckley and Ms. McHugh for their presentation.

Dr. Kasyan introduced Mr. Joseph D. Perello, from Suburban Consulting Engineers, Inc. for a report on the turf project.

- **Suburban Consulting Engineers, Inc. Turf Project Update – Presented by Joseph D. Perello**

Mr. Perello provided an update on the improvements to the lower field on North Main Street. He said that the main purpose of the project is to convert the field to a synthetic turf multi-purpose field for softball, lacrosse for boys and girls, field hockey and soccer. He presented a PowerPoint that provided the existing site conditions and updated the board and public on the work that has been done by Suburban Consulting Engineers to evaluate the existing site and provide a proposed conceptual design outlining the improvements. He reported the estimated cost of the basic layout to

Presentations

Instructional
Council
Presentation

Later Start
Time
Committee
Presentation

Suburban
Consulting
Engineers, Inc.
Turf Field
Project Update

be \$953,000 without any contingencies. He said recently they were asked to look into accommodating football at this site. He provided the details involved in a conceptual design including the football field layout and this would increase the estimated cost to \$1.4 million. He reported that the project would be bid in the spring with a project start date after June 20th with a completion date by November 1st. A copy of the report will be included in the formal minutes.

Mrs. DiPalma asked if this work is part of the referendum. Dr. Kasyan said it was not included in the referendum. Dr. Kasyan, in answer to Mrs. McGarry's question, said the fall sports would be played at the army camp during construction. Dr. Kasyan said that this undertaking would allow the district to bring sports back to the campus.

Dr. Kasyan thanked Mr. Perello for his report.

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

Dr. Kasyan focused on the students of the month and the Elks students of the month and explained the criteria involved in the selection of these students. Dr. Kasyan introduced and congratulated the students of the month and presented them with Certificates of Appreciation and Wally Bucks.

Dr. Kasyan continued by introducing and congratulated the high school and elementary school teachers of the month and presented them with Certificates of Appreciation and Wally Bucks.

- **High School Students of the Month for January** - Elena Hart, Senior – Marilyn Bolderman, Junior – Morgan Iglay, Sophomore – Kate Capodanno, Freshman
- **High School Teachers of the Month for January** – Chryseis McHugh
- **Elementary School Student of the Month for January** – Ellen Gallagher
- **Elementary School Teacher of the Month for January** – Andrea Trischitta
- **Elks Elementary School Student of the Month for January** - Abigail Stevens
- **Elks Teenager of the Month for January** – Brian Heine
- **VFW Voice of Democracy Winners**
 - 1st Place – Savannah Hobbie
 - 2nd Place – Cassidy Turnbach
 - 3rd Place – Erin Weber

Dr. Kasyan provided details on the VFW Voice of Democracy scholarship program. He introduced and congratulated the high school students who won the contest this year. Savanna was not present this evening. Cassidy Turnbach, the 2nd place winner, explained that the theme of the contest was Visions for the Future and she wrote about how we can make the world a better place. Erin Weber, the 3rd place winner, thanked the board for the recognition.

- **VFW Patriots Pen Winner**
 - Lillian Bryant

Dr. Kasyan continued with the recognition of the winner of the VFW Patriots Pen Contest. He explained that each year more than 132,000 students in grades 6 through 8 participate in this essay contest based on a patriotic theme chosen by the Commander and Chief of the VFW. It is with great pride that he introduced the contest winner, Lillian Bryant, from grade 7. Lillian said the theme of her essay was on the opportunity of education being available to everyone.

Suburban
Consulting
Engineers, Inc.
Turf Field
Project Update
(continued)

Student and
Teacher of the
Month
Recognition

VFW Voice of
Democracy
Winners

VFW Patriots
Pen Winner

- **County and Tri County Wrestling Champion – Julian George**

Dr. Kasyan introduced and congratulated Julian George and presented him with a Certificate of Appreciation and Wally Bucks. Dr. Kasyan complimented Julian on all of his accomplishments and took pride in that fact that he was a Manasquan resident student.

A member of the audience spoke on behalf of the wrestling program and feels that it isn't given enough recognition and is under appreciated by the district.

- **Grant Presentation – Presented by Justin Roach**

- **Sustainable Jersey**
- **New Jersey Health Communities Network**

Dr. Kasyan continued with the presentations and introduced Justin Roach. Mr. Roach provided a Power Point presentation providing the details of the two grants awarded to the district from Sustainable Jersey and New Jersey Health Communities Network. He spoke on his responsibility in managing the ESEA grant that is the federal title I grant money, which is primarily earmarked for basic skills, in addition to other areas related to Title III and Title IV. He explained that the Title IV money is used specifically for accelerated STEM Programs and professional development for teachers and staff. Mr. Roach provided details on the Sustainable Jersey grant award of \$10,000 that is a one year grant being used to purchase a solar powered charging bench and free standing charging core. The second grant is for \$20,000 over two years from New Jersey Health Communities Network that will provide for the purchase of Aeroponic garden towers and standing height cafeteria tables. He is looking into grants that could be used for the purchase of a StarLab. Mr. Roach is waiting to hear the outcome of a grant from Steelcase that is not a monetary award but if awarded the company will come into district and refurbish a classroom into an active learning center. Mr. Battaglia will be conducting instruction in the learning center and will be required to provide a research study on the effect of the active learning environment. This grant carries a value of around \$67,000. A copy of his presentation will be included in the formal minutes.

Dr. Kasyan introduced Mr. Robert Notley, from New Road Construction Management for a project update.

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

Mr. Notley provided an update on the overall program summary and reported that the bidding process for the elementary school site work will take place in March and April. The elementary school fire alarm project has been closed out by Premier and training has been provided to the district. The HVAC training of district personnel has been completed by Trane and a proposal is being prepared to replace existing circulating pumps and variable-frequency drives. He provided details of the elementary school site improvement project and the proposed bidding schedule, with construction to commence on June 21, 2018 with a substantial completion date of August 24, 2018. He reported that both the elementary school window replacement and high school stair tower doors projects are now completed with a short punch list being completed by SLS. Mr. Notley provided an update on the progress of the high school renovations and additions work being provided by Kappa Construction Corp and reported that this project is currently 16% complete and proceeding on schedule. Mr. Notley reported that New Road Construction Management is on-site full time and meetings are conducted bi-weekly with Garrison Architects and Kappa along with design meetings with Edwards Engineering for the elementary school site work. Design meetings are also being conducted for the summer 2018 library renovations and for the loose furniture for the high school addition and elementary school access controls project. He ended by reporting that the project is on schedule, on budget with no safety issues. A copy of Mr. Notley's report will be included in the formal minutes.

Dr. Kasyan thanked Mr. Notley for his report and concluded the presentation portion of the meeting. Mr. Pellegrino turned the floor over to Dr. Kasyan for discussion items.

County & Tri
County
Wrestling
Champion

Grant
Presentation
Justin Roach

New Road
Construction
Project Update
Robert Notley

9. Discussion Items February 27, 2018 Agenda

• Education, Curriculum & Technology- Agenda Items*

Dr. Kasyan spoke on the events that transpired this week and focused on what is being done at Manasquan for safety and security. Meetings were held with the administrative team, the Manasquan Police force and the district's security team to focus on how to address safety and security in a more efficient manner. He offered suggestions to the board to open the high school at 6:45 a.m. for the students since there is a security guard present in the building at that time and arrangements will be made to have one of the assistant principals also present. He said that the first bus arrives at approximately 7:04 a.m. to 7:08 a.m. Dr. Kasyan would like to limit the access points of entry for everyone to the front center door, back center door and the door by the athletic department. There will be three access points and all other keypad entry locations will be turned off. Dr. Kasyan reported that an effort has been made to hire individuals with experience in the police force and for the last four years we have had two of our security guards carry concealed weapons in the building and we will have a third once he gets his renewed certification. All visitors will be escorted to their destination and high school visitors must have a scheduled appointment and be met by that person at the door. All high school classrooms will have shades on the doors and shades are already in place at the elementary school. A committee has been developed consisting of the high school principal, School Safety Coordinator, Director of School Counseling Services, the high school social worker and school nurse that will meet twice a month to discuss students who might be in crisis. Dr. Kasyan expressed a need to be vigilant and focus on the student body and provide help if they need help. He referred to a motion on tonight's agenda for the appointment of a school safety specialist which is a state mandated position. Dr. Kasyan believes we have a safe environment but steps will continue to be taken to make it even safer.

Mrs. DiPalma asked if funds that were put aside a few years ago for installation of new locks and not used because of the referendum would be used now for the replacement of locks. Dr. Kasyan said that he didn't believe that all the locks needed to be replaced in the high school.

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

Dr. Kasyan said personnel matters would be discussed in executive session.

• Policy- Agenda Items*

Dr. Kasyan reported that there was no policy matters to be discussed this evening. He turned the floor over to Mrs. Coates for the budget update.

• Finance- Agenda Items

○ 2018-2019 Budget Update

Mrs. Coates reported that since November both she and Dr. Kasyan have been working with the school administration to develop a preliminary budget. The first board budget committee meeting will take place this Monday, March 5th. She is waiting to hear the Governor's budget address scheduled for March 13th and the state aid numbers should be allocated within 48 hours of this address. The budget due date is March 27th and the March 20th board meeting lines up with this date and a preliminary budget is expected to be on the agenda for board review and approval. This is a tentative budget and gives permission to turn the budget into the County Office of Education for their review. This budget can be changed up until the Public Hearing on the budget tentatively scheduled for April 24th.

• Buildings & Grounds/Facilities- Agenda Items*

○ Elementary School Site Work Bid*

Dr. Kasyan said that Mr. Notley covered the buildings and grounds report. Mrs. Coates referred to material she posted in virtual handouts relating to the elementary school site work bid ad that will be in the newspaper and the award will align with the April board meeting. She referenced the diagram posted in the virtual handout that was provided by the engineer after discussion at a meeting with Mr. Notley and the engineer that lays out a soccer/field hockey field in the side area of the elementary school.

Discussion
Items

Education,
Curriculum &
Technology

Safety and
Security

Personnel
(Exec. Session)

Policy
No Report

Finance
2018-19
Budget Update

Buildings &
Grounds/
Facilities
E.S. Site Work
Bid

Dr. Kasyan continued with the Superintendent's Report.

10. Superintendent's Report & Information Items

- **Enrollment– Document A**
 - **Total Enrollment – 1,525**
 - High School – 938
 - Elementary School – 587

Dr. Kasyan reported on the high school and elementary school enrollments as specified in Document A. He referred to last year's enrollment and said this year's district enrollment was identical.

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

Fire Drill Reports

- **High School:**
 - January 2nd (Fire Drill)
 - January 22nd (Round Table Discussion)
- **Elementary School:**
 - January 15th (Fire Drill)
 - January 25th (Lockdown)

Dr. Kasyan reported on the attendance comparison, fire drill reports, suspensions and tardy reports, as specified in Document B.

- **HIB Monthly Report – Document C**
 - **High School:**
 - Two Incidents – 1 Confirmed HIB, 1 Not HIB
 - **Elementary School:**
 - Two Incidents – 1 Confirmed HIB, 1 Not HIB

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

- **District Calendar 2017-2018 SY – Revised**
 - **March 14th – Regular Full School Day (Changed from Early Dismissal/Staff In-Service)**

Dr. Kasyan asked the board to approve the revision to the district calendar that will now reflect March 14th a full day of school instead of the previously approved early dismissal for a staff in-service. A workshop presented by Steve Barkley was cancelled and will be rescheduled at a later date.

Dr. Kasyan turned the floor over to Barbara Kerensky, the Director of Curriculum and Instruction.

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

Mrs. Kerensky provided an update on the Fine & Performing Arts Academy. She has received a draft from the art teachers on the courses they would like to see made available over the next couple years. She is working on scheduling along with Mrs. Kenney. She reported on activities that will take place during the Read Across America programs. The elementary school teachers are working with Avon, Spring Lake Heights and Sea Girt on teaching literacy across the curriculum. Work is continuing to be done for the whole district relating to personalize learning and she will visit Freehold Township schools on March 9th to see their program in the elementary and middle schools.

Dr. Kasyan turned the floor over to Jesse Place, the Director of Technology and Human Resources.

- **Report of the Director of Technology and Human Resources**

Mr. Place referred to agenda item #23 that is the approval of internet bandwidth that will begin July 1st. He complimented the State Department of Education when three years ago it developed a cooperative bid process for internet services and this process has provided significant savings to the

Supt.'s Report

Enrollment Document A

Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports Document B

HIB Monthly Report Document C

2017-18 Revised District Calendar

Director of Curriculum & Instruction Report Barbara Kerensky

Director of Technology & Human Resources Jesse Place

district. This year ends the current three-year contract and once again we are taking advantage of the cooperative and will realize a substantial savings and also increase our bandwidth. He reported at the end of our current contract we are paying \$2600 per month for internet service and the new contract will double our bandwidth and cost \$1900 per month for the next three years. Mr. Place reported that currently we use the OneNote platform for the board meetings and starting in March we will be moving to the Canvas learning management platform. He believes that this will be a positive change and instructional information will be provided to the board via the Friday packets. Mr. Place reported that streaming of the basketball games has been a very positive experience and well received by the fans. Permission must be received prior to streaming away games and he wanted to thank Kevin Williams from the Shore Conference for allowing streaming of the games at Pine Belt Arena and at Monmouth University.

Director of
Technology &
Human
Resources
Jesse Place
(continued)

Dr. Kasyan turned the floor over to Lesley Kenney, Director of School Counseling Services. He said that part of her presentation will focus on a scheduling concept that we would like to embrace in the district. He said that mandates that came down from the state have put this forward and various schedules have been looked into. Mrs. Kenney will provide details of the schedule that the committee would like to present to the board.

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

Mrs. Kenney provided a PowerPoint presentation on the Drop and Rotate Block Schedule being considered for the district. She explained the reason for looking into a new schedule and compared our current schedule with the schedule that is needed to be in compliance with the New Jersey Department of Education. Currently the district is not meeting the time requirements as per the State of New Jersey. She reported that by implementing the Drop and Rotate Block Schedule the district will not only meet the minutes but also exceed them and physical education classes would meet for 150 minutes per week for the entire school year. She said this would meet the state's requirement for physical education being offered for the entire school year. Mrs. Kenney went over the academic benefits of the Drop and Rotate Block and said that year long instruction allows for more depth study of content and greater mastery. A benefit of this schedule format is that no remediation sessions are needed to prepare students for state testing since testing will be administered only one time per year. She spoke of the benefits of classes being met at a different time throughout the course of the day which will allow those students who dismiss early for athletics not to miss the same class. Students' transcripts will remain consistent throughout the year because they will reflect all of the classes that the students are taking and provide grades for those classes. She spoke of the benefits of a community lunch that would provide the student with more opportunities to participate in extracurricular activities and receive extra help from their teachers. She said that the students will be enrolled in eight classes per year and six of those classes will meet every day. She provided visual scenarios on how a student's schedule would be set up. She said that this type of scheduling is becoming more of a common trend for schools in New Jersey. Informational sessions will be presented to all stakeholders, parents and students, school counselors will work with students to ensure a smooth transition and administrators will meet with teachers to address course sequencing, curriculum and instruction. A copy of Mrs. Kenney's presentation will be included in the formal minutes.

Director of
School
Counseling
Services
Lesley Kenney

Drop and
Rotate Block
Schedule
Report

Mrs. DiPalma asked if the board would be voting on the schedule tonight. Dr. Kasyan said that this is a presentation tonight and it will be brought back to the board next month. He said that research has been conducted on format and times. The state's requirements have made this more of a priority over the new start times. A decision will need to be made by next month's meeting.

Mrs. DiPalma asked if the new start time would result in losing a little bit of time each day. Dr. Kasyan said it results in the same amount of time because there would be an adjustment in the passing time in addition to a reduction in the lunch time. Mrs. DiPalma suggested including the presentation on the website to inform parents of the new schedule and provide information on the benefits provided to the students with this schedule.

Mrs. Bossone asked how this schedule would work for the students participating in the vocational program. Mrs. Kenney said that arrangements are being work on to provide scheduling for these students. Dr. Kasyan addressed Mrs. Bossone question on starting both the new schedule and starting time at the same time and said he would not be a proponent of implementing both at the same time. Mrs. Bossone and Mrs. DiPalma were in favor of the new schedule. Mr. Pellegrino spoke favorably with the Drop and Rotate Block Schedule and would like to hear more comments pro and con prior to making a decision. Mrs. Kenney said that more effort will have to be given in working on a schedule for the upcoming juniors and seniors who have been involved in the current schedule to make it work best for them. She believes the benefits of this schedule outweigh the negative. Mrs. Kerensky said that class most effected by the change will be the juniors and discussions have been held with the supervisors on how to make sure that these students receive all the courses that they intended on taking with the current schedule.

Mr. Warren asked how many of the districts on the list came off a block schedule. Mrs. Kenney said that less than 10% of the districts are on a semester block in New Jersey and many of them came of a traditional schedule. Mr. Warren expressed concern with students having difficulty transitioning into this new schedule. Dr. Kasyan said that our staff is fully trained in providing instruction for 77 minute block periods so he is confident that the staff would do this very well and get to mastery.

Mrs. Bossone asked what accommodations will be made for the students during the open lunch period. Mr. Pellegrino asked if consideration would be made to allow the seniors to leave the campus for lunch. Dr. Kasyan said that thoughts have been given to providing locations within the building for the students to go during lunch; however, he is not comfortable allowing students to leave the building for lunch but this may be looked into as a senior privilege with the board's discretion.

Mr. Warren alluded to students currently being affected by the referendum project and its impact on the science level and now another change is being proposed. He said consideration should be given to the sixteen year old student because change is not an easy thing to do.

Mr. Sorino asked if there are any statistics out there on how this transition has impacted juniors and seniors. Mrs. Kenney said she spoke to seniors during her visit to Nutley and she received good feedback from them. The students were permitted to leave the campus during lunch but a majority of them remained in the building. Mrs. Kerensky said in speaking with the staff at Nutley they said that they did anticipate the students would be concerned and confused with the schedule and they were amazed how quickly the students adapted to the rotating schedule.

Mr. Pellegrino recognizes that this is an improvement and it will be an adjustment for the juniors. He thanked the individuals who worked on the later start committee but believed that implementing both changes at the same time will not be a good idea and the schedule component should be implemented first.

Mrs. McGarry asked if the teachers were included in any of the discussions. Mrs. Kenney said that research was started prior to her arrival in the district and most teachers she has spoken to are aware of the rotate and drop block process. She will be meeting with the staff and present a mock up schedule and walk through it with them.

Dr. Kasyan said he would not present this schedule to the staff if it was not received well at the board of education level. He believed that tonight's presentation was received favorably and now we can move forward with the staff. He pointed out the importance of making a decision in March in order to commence with the student scheduling. He said changes will present nuances that will have to be worked out and we have to be diligent and pay attention to details and keep the students and staff in mind.

Mr. Warren asked if the district can contact the state and possibly ask for a one year reprieve to meet the regulations that will allow more time to implement this change. Dr. Kasyan said he would look into this request. Mrs. DiPalma was concerned with not addressing the Department of Education

mandate. Dr. Kasyan has no problem posing the question to the Commissioner of Education and he will report back to the board and if a reprieve is granted he will reflect on the possibility of implementing the start time change in answer to Mrs. Bossone's question.

Mr. Pellegrino asked if the board was in agreement to have Dr. Kasyan present the schedule change to the staff so we can move forward in March. There was no objection from the board.

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

Recommend approval and acceptance of the Superintendent's Report.

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

Discussion: None

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mr. Cattani, Mr. Hoverter, Mr. Loffredo
MOTION CARRIED

Mr. Pellegrino 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.

Mary Beth Paradise, 149 South Street, Manasquan – Ms. Paradise referred to a letter she wrote on February 7th to the board of education on behalf of herself and three other parents regarding the STEM program at the elementary school. She thanked those who responded to the letter and also for researching the issue. She is in full support of any academically accelerated classes; however, as stated in the letter, there is concern with the way the current program is being implemented and wanted to provide their suggestions. She asked that the following be considered (1) offer the academically accelerated classes by subject; (2) if this isn't possible offer it as a rotation; (3) begin the program in a later grade such as the 7th grade when students are more developmentally ready and (4) as research continues will there be any recommendations in place by the next school year. Dr. Kasyan responded to her comments and said that he is a firm believer in dealing with his principals and directors and a firm believer in her comments. We are looking into all of these points and making things better. He will continue looking into this and making changes for the next year. He welcomed them to come in and speak with him directly on this subject.

Mr. Pellegrino reiterated his response to her and said that no one at the board level wanted STEM not to be a positive change in addition to the curriculum. Dr. Kasyan complimented the principal, Mrs. Graziano, for being 100% behind the program and complimented the STEM Committee for doing a great job in developing the program.

Barbara Buckley, High School teacher – Dr. Buckley asked if there were any other choices with scheduling and as a faculty member these questions might come up. She asked if there are other

Director of
School
Counseling
Services
Lesley Kenney

Drop and
Rotate Block
Schedule
Report

Acceptance of
the Supt's.
Report

Public Forum
on Agenda
Items

choices in addition to this schedule that will allow for compliance with the state regulations and asked if they can be presented so the staff knows that this change looks favorable.

Dr. Kasyan said that there has been discussion of other scenarios and after looking at them and as the Chief Academic Officer of the district he was most comfortable presenting the one we just reviewed and presented.

Dr. Buckley said she has had experience with other schedules and feels the majority of the staff does not have this experience and may not see the advantages of this schedule. Dr. Kasyan said this is why the stakeholders need to step up and become active participants in the process.

Mr. Pellegrino closed the public forum seeing no additional participation from the public.

Mr. Pellegrino asked if there were any Manasquan General Items that require a separate vote. Seeing none he asked for a motion to approve Items #12 through #19.

Motion was made by Mrs. DiPalma, seconded by Mr. Sorino, to approve Manasquan General Items #12 through #19.

Discussion: None

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

MANASQUAN
General Items

- 12. **Recommend** approval to authorize soliciting bids for the Elementary School Site Work. The specifications will be reviewed by the board solicitor and New Road Construction prior to release.
- 13. **Recommend** approval to amend the 2018 IDEA grant to allocate carryover funds in the amounts – Basic: \$17,218.00 and Preschool: \$3,139.00.
- 14. **Recommend** approval of the acceptance of the following student at the Manasquan Elementary School, as a “Tuition Free: Child of a Staff Member” for the 2018-19 school year:
 - Kindergarten – Student ID# 122312 (date of birth)

Professional Days

- 15. **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 22, 23, 2018	Alissa Boyne	Plainsboro	Visualizing and Verbalizing Workshop	No	Mileage - \$51.15 Registration- \$749.00
March 12, 2018	Oriana Kopec Heather Saake	Trenton - TCNJ	Advisor Workshop	Yes- 2	Registration- \$30.00 each Mileage-\$29.76
March 9, 2018	Colleen Graziano	Freehold	Personalized Learning Visit	No	Mileage-\$13.02

Public Forum
on Agenda
Items

Manasquan
Items #12
through #19

Elementary
School Site
Work Bid

2018 IDEA
Grant Carry
Over

Tuition Free –
Staff Member
2018-19
Kindergarten

E.S.
Professional
Days

April 12, 2018	Colleen Graziano	Brick	Personalized Learning Workshop	No	Registration-\$149.00 Mileage-\$19.84
----------------	------------------	-------	--------------------------------	----	--

E.S. Professional Days (continued)

Student Action

Field Trips

E.S. Field Trips

16. **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 6, 2018	Eric Clark Marie Lauffer Danielle Kurani	Music	Red Bank Regional High School	All Shore Concert Performance	Yes-3	Bus-\$272.00	None
March 16, 2018	Kristine Pierce Kimberly Ward	Grade 7 – STEM	Manasquan Boro Hall	Mock Trial STEM Project	Yes-2	None	None

Placement of Students on Home Instruction

E.S. Home Instruction

17. **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:

#23955 Grade 7 December 7, 2017 (Medical)

Placement of Students Out of District

Out of District Placements Document 1

18. **Recommend** approval of the revised External Placement list that reflects both transportation and tuition costs for the 2017-2018 school year, as per **Document 1**.

Financials

E.S. Central Funds Document 2

19. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending **January 31, 2018** as per **Document 2**.

Mr. Pellegrino asked if there were any Manasquan/Sending District General Items that require a separate vote. Seeing none he asked for a motion to approve Items #20 through #30.

Motion was made by Mr. Furey, seconded by Mrs. Bossone, to approve Manasquan/Sending District Items #20 through #30.

Discussion: None

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mr. Cattani, Mr. Hoverter, Mr. Loffredo
MOTION CARRIED

Manasquan/Sending District Items #20 through #30

MANASQUAN/SENDING DISTRICTS

General Items

Financial Reports

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

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

The Business Administrator/Board Secretary certifies that as of **JANUARY 31, 2018** 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 **JANUARY 31, 2018** 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
Secretary's
Certification*

Recommend acceptance of the Secretary's Financial & Investment Report and the Treasurer's Report, for the month ending **JANUARY 31, 2018** per **Document D**. (The Treasurer of School Moneys Report for the month of **JANUARY 2018** 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 **JANUARY 31, 2018** 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 **2017-2018 budgets for JANUARY and FEBRUARY** as recommended by the Superintendent of Schools, as per **Document D**.

*Budget
Certification
Document D*

Purchase Orders for the month of **FEBRUARY 2018** be approved, as per **Document E**.

*Purchase
Orders
Document E*

Recommend acceptance of the Cafeteria Report – Document F.

*Cafeteria Rept.
Document F*

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$1,237,772.48** for the month of **FEBRUARY, 2018** be approved. Record of checks (**#41805** through **#41873**), and distributions are on file in the Business Office.

*Bills
(Current
Expense)*

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$61,495.60** for the month of **FEBRUARY, 2018** be approved. Record of checks (**#1140** through **#1147**), and distributions are on file in the Business Office.

*Bills
(Capital
Expense)*

Confirmation of **Bills (Current Expense)** for **JANUARY, 2018** at **\$2,787,099.13** and checks (**#41634** through **#41804**) and **(Capital Expense)** for **JANUARY, 2018** at **\$478,526.48** and checks (**#1126** through **#1139**).

*Confirmation
of Bills
(Current &
Capital
Expense)*

Recommend acceptance of the following High School Central Funds Report for the month ending **JANUARY 31, 2018** as per **Document G**.

*H.S. Central
Funds
Document G*

21. Recommend approval of the addition of the Advanced Placement Music Theory course for the Spring 2018 semester. The curriculum, which has been approved by the College Board, will be taught by Ryan Wiemken at no additional cost to the district.

*AP Music
Theory Course
Spring 2018*

22. Recommend approval to accept the donation of an Altenburg piano, serial number IMH00254, valued at \$1,000 received from the Presbyterian Church Music Department.

*Donation of
Altenburg
Piano*

23. Recommend approval of a 36-month contract with Lightpath to provide Ala Carte Internet Access with a 1,000 Mbps bandwidth option, in the total monthly recurring amount of \$1,900.35. (pending attorney review)

24. Recommend approval of the acceptance of the following Parent-Paid Tuition Student in Grade 9 at Manasquan High School for the 2018-2019 school year (tuition rate to be determined)

*Parent-Paid
Tuition Student
2018-19
Grade 9*

- Student ID# (TBD) – K.M.

25. **Recommend** approval to appoint the following person to the position specified for the period beginning February 28, 2018 and ending at the next organization meeting of the Manasquan Board of Education:

- School Safety Specialist Jesse Place

School Safety Specialist Appointment

26. **Recommend** approval of the following job description, as per **Document H:**

- Strength and Conditioning Coach
- School Safety Specialist

Job Descriptions Document H

27. **Recommend** approval of the *Revised 2017-2018 School Year Calendar* as per **Document I**

2017-18 Revised School Year Calendar Document I

Professional Days

28. **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>
March 15, 2018	James Egan Jesse Place Frank Scott	Malvern, PA	Office 365 Security Workshop	No	Mileage-\$55.18 each
March 14, 2018	Nicholas Bock James Egan Lisa Kukoda Jesse Place	Piscataway	Microsoft in Education Workshop	No	Mileage-\$27.22 each
May 8, 2018	Barbara Kerensky	Mt. Laurel	Action Plan and Supervision Workshop	No	Registration-\$150.00
March 9, 2018	Barbara Kerensky	Freehold	Personalized Learning Visit	No	None
May 22, 2018	Jesse Place	Monroe	School Human Resources Management Workshop	No	Mileage-\$20.09 Registration-\$149.00
February 23, 2018	Julian Price	Atlantic City	Glazier Football Clinic	Yes	None
March 2, 2018	Amy Edwards Jill Wells	Lakewood	AAC Device Implementation Workshop	Yes	Registration-\$65.00 each
February 2, 2018	Andrew Bilodeau	Washington Township	NJSIAA Selection	Yes	None
March 23, 2018	James Fagen	Holmdel	Forum on Vietnam	Yes	Mileage-\$14.00 Registration-\$75.00

Student Action
Field Trips

29. **Recommend** approval of the field trips listed below:

H.S. Field Trips

<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>
March 4, 2018 (\$650 (Compensation to MHS)	Ryan Wiemken Michael Kaminski	Band	Belmar	St. Patrick's Day Parade	No	2 Buses - \$900.00	None

March 10, 2018 (Compensation Amount to be determined)	Ryan Wiemken Michael Kaminski	Band	Seaside	St. Patrick's Day Parade	No	2 Buses - \$900.00	None
February 26, 2018	Jill Santucci Leigh Busco	Peers	Schroth School	Student Life Experience	Yes-1	Bus -- \$300.00	None
March 22, 2018	Leigh Busco Elizabeth Rudder	SAC	Sheriff's Office	Heroin Use Prevention	No	Bus -- \$258.00	None
March 13, 2018	Leigh Busco Elizabeth Rudder	SAC	Brookdale College	Youth Wellness Summit	No	Bus -- \$258.00	None

H.S. Field Trips
(continued)

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:

- #182557 **Grade 12** **January 29, 2018 - June 21, 2018 (Medical)**
- #203008 **Grade 10** **January 23, 2018 - March 1, 2018 (Medical)**
- #192616 **Grade 11** **January 31, 2018 - March 1, 2018 (Medical)**
- #182358 **Grade 12** **January 31, 2018 - March 1, 2018 (Medical)**
- #182303 **Grade 12** **January 31, 2018 - March 1, 2018 (Medical)**
- #213332 **Grade 9** **January 31, 2018 - March 1, 2018 (Medical)**
- #2437 **Grade 9** **January 19, 2018 - March 1, 2018 (Medical)**
- #2227 **Grade 12** **January 30, 2018 - March 1, 2018 (Medical)**

H.S Home
Instruction

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

31. Old Business/New Business

Mrs. DiPalma alluded to a public comment made last month relating to practice facilities for the track team. Dr. Kasyan said that Dan Kelly brought this to the board's attention and he has discussed using the bubble in Toms River. He said that the team will be using Point Pleasant Beach and Point Pleasant Borough several times a week during this semester and bussing will be provided for the team. He said that next year we will secure practice time in the bubble.

Old Business

Track Practice
Facilities

New Business

No Report

Mr. Pellegrino opened the second public forum.

32. Public Forum

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

Mr. Pellegrino asked for a motion to enter executive session.

Public Forum

Motion was made by Mr. Sorino, seconded by Mr. Furey, and approved by voice vote of all those present in favor to enter into Executive Session at 8:37 p.m. MOTION CARRIED

Executive
Session

33. 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 (Student Matter – HIB Appeal, Potential Litigation)
- 2. Impact Rights to Receive Federal Funds
- 3. Unwarranted Invasion of Individual Privacy
- 4. Collective Bargaining (Update on MEA Negotiations)
- 5. Acquisition of Real Property or Investment of Fund
- 6. Public Safety Procedures
- 7. Litigation or Contract Matters or Att./Client
- 8. Personnel Matters (Hiring, Resignation, Leave of Absence)
- 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. Pellegrino asked for a motion to reconvene the meeting.

Motion was made by Mr. Sorino, seconded by Mr. Furey, and approved by voice vote of all those present in favor to reconvene the meeting at 10:09 p.m. MOTION CARRIED

Motion to Reconvene Meeting

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

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

Discussion: None

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

Manasquan Item #34 E.S. Personnel Document 3

MANASQUAN Personnel

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

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Item #35.

Motion was made by Mr. Furey, seconded by Mrs. Bossone, to approve Manasquan/Sending District Item #35, Manasquan High School Personnel, as specified in Document J.

Discussion: None

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mr. Cattani, Mr. Hoverter, Mr. Loffredo MOTION CARRIED

Manasquan/Sending District Item #35 H.S. Personnel Document J

MANASQUAN/SENDING DISTRICTS Personnel

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

MINUTES – February 27, 2018

Mr. Pellegrino asked for a motion to adjourn.

Motion was made by Mr. Sorino, seconded by Mr. Furey, and approved by voice vote of all those present in favor to adjourn the meeting at 10:11 p.m.

MOTION CARRIED

Adjournment

36. Adjournment

Motion to Adjourn

Respectfully submitted,



*Lynn Coates
Board Secretary*