

BOARD OF EDUCATION
Borough of Manasquan

The Combined Committee of the Whole Meeting and Regular Public Board of Education meeting was held in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, March 1, 2016.

The President, Mr. Pellegrino, called the meeting to order at 6:01 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

Donna Bossone

Mark Furey (Belmar) - absent

(Vacant)

Martin Burns

Erik Gardner (SLH) – arrived 6:20

Alfred Sorino

Eugene Cattani

Heather Garrett-Muly

Tedd Vitale (Brielle)

Linda DiPalma

Thomas Pellegrino

(Vacant)

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.

Absent: Shawn Nolan, Julia Hohenstein, Matthew DelGuercio and Megan Gianforte, Student Board Representatives.

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

Mission Statement

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.

5. Statement to the Public

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then placed on the agenda at the next Committee of the Whole meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After the Committee of the Whole approves the matter, it is placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

Statement to the Public

Mr. Pellegrino asked for a motion to accept and approve the minutes as specified in Item #6.

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Combined Committee of the Whole and Regular Public Meetings and Closed Executive Session of December 15, 2015, the Reorganization Meeting and Closed Executive Session of January 5, 2016 and the Combined Committee of the Whole and Regular Public Meetings of January 19, 2016.

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

Discussion: None

Roll Call Vote: December 15, 2015: Ayes (6); Nays (0); Abstain (2) Mrs. Bossone, Mrs. Garrett-Muly; Absent (2) Mr. Furey, Mr. Gardner; Vacant (2)
January 5, 2016: Ayes (7); Nays (0); Abstain (1) Mr. Burns; Absent (2) Mr. Furey, Mr. Gardner; Vacant (2)
January 19, 2016: Ayes (7); Nays (0); Abstain (2) Mr. Burns; Absent (2) Mr. Furey, Mr. Gardner; Vacant (2) MOTION CARRIED

7. Student Board Representative Report No Report

Mr. Pellegrino turned the meeting over to Dr. Kasyan.

8. Presentations

Dr. Kasyan thanked the board for focusing first and foremost on the students. Tonight the board would celebrate both academic success and athletic success.

Dr. Kasyan introduced and congratulated the High School and Elementary School Students of the Month for December and January, the Teenage of the Month for February and the Elks Elementary School Student of the Month for January and February. Dr. Kasyan explained the process involved in nominating the students. He is very proud of the fact that through the efforts of the staff and administrators we have over 80% of the students actively engaged in extracurricular activities. The students were presented with a certificate of achievement and Wally Bucks.

Dr. Kasyan introduced and congratulated Andrew Manser, the Elementary School Teacher of the Month for January and Alan Abraham, the High School Teacher of the Month for January. Mr. Abraham was assisting with the Pep Band's performance at the basketball game and was unable to attend the meeting. Dr. Kasyan complimented Mr. Abraham's efforts in developing the pep band and their participation at the athletic events.

- **High School Students of the Month for January** – Ian Waldman, Senior – Declan Reichy, Junior – Bridget Walsh, Sophomore – Finn Cuzzo, Freshman
- **High School Students of the Month for December** - Jack Nolan, Junior - Noah Zawadzky, Sophomore
- **High School Teacher of the Month for January**– Alan Abraham
- **Teenager of the Month for February** – Vaughn Mangle
- **Elementary School Student of the Month for January** – Jake Brown
- **Elementary School Teacher of the Month for January** – Andrew Manser

Minutes

Student Rep.
Report
(no report)

Presentations

H.S. Student of
the Month
January

H.S. Student of
the Month
December

H.S. Teacher of
the Month
January

Teenage of the
Month – Feb.

E.S. Student of
the Month –
Jan.

E.S. Teacher of
the Month -
January

- **Elks Elementary School Student of the Month for February – McKenzie Ramire**
- **Elks Elementary School Student of the Month for January – Jovana Casale**

Dr. Kasyan congratulated Delaney Heffernan for being selected to perform with the All Shore Chorus. Ms. Heffernan was at theater practice and unable to attend the meeting.

- **All-Shore Chorus – Delaney Heffernan**

Dr. Kasyan introduced and congratulated James Fagan for being selected as the recipient of the 9/11 Tribute Center's 2016 Teacher Award. The recognition is a result of a lesson plan submitted by Mr. Fagan on what occurred on September 11th. He received an award of \$500 for the school and attended a ceremony at the Tribute Center on February 26th.

- **9/11 Tribute Center 2016 Teacher Award – James Fagen**

Dr. Kasyan congratulated the high school surf team for winning the state championship. He asked the coaches to say a few words on the team's successful season. Mr. Buss thanked the board for recognizing the team and acknowledged the tremendous efforts of the 57 very dedicated and talented student athletes on the surf team. He said this is the first time in the history of the school that the team took first place in every single division and their second state championship. Dr. Kasyan introduced the members of the high school surf team and presented them with a certificate and team picture.

- **High School Surf Team**

Dr. Kasyan introduced Mr. Coppola, Manasquan High School Principal. Mr. Coppola congratulated the surf team, all the students recognized this evening and Mr. Fagan. Mr. Coppola thanked the board and Dr. Kasyan for support of the advanced placement program at the high school. He said that Manasquan High School was named to the AP District Honor Roll and were only 1 of 435 high schools in the nation given this distinction and this is a credit to the commitment we have from the students, the teachers, the board of education and superintendent. Mr. Coppola along with Amy Edwards provided an update on the Engineering Academy. Ms. Edwards presented a video along with an informational presentation on the program, the robotics team and their participation in the competition field.

- **Academy of Engineering presentation – Presented by Richard Coppola**

Dr. Kasyan complimented and thanked Mr. Coppola and Ms. Edwards for all of their efforts with this very successful engineering academy. Mr. Coppola said he would return with additional updates on the program in the future. He thanked Ms. Edwards for leading the program.

A discussion took place on the possibility of conducting summer camps but Ms. Edwards did not have anything confirmed or planned at this time.

Dr. Kasyan continued with the discussion items for the agenda.

9. Discussion Items for the Agenda

- **Education, Curriculum & Technology – Agenda Items***
 - **2016-2017 School Year Calendar***

Dr. Kasyan referred to the 2016-2017 school year calendar and asked if there were any questions from the board. There were no questions or comments from the board.

- **Monmouth County LINCS Agency Draft Agreement***

Dr. Kasyan said the draft Monmouth County LINCS Agency agreement was provided to the board and is being worked on at this time and also being reviewed by the board attorney.

*Elks E.S.
Student of the
Month –
February*

*Elks E.S.
Student of the
Month –
January*

*All-Shore
Chorus*

*James Fagen
9/11 Tribute
Center Award*

*H.S. Surf Team
– State
Championship*

*Academy of
Engineering
Presentation
Mr. Coppola
Ms. Edwards*

*C.O.W.
Discussion
Items*

*2016-2017 SY
Calendar*

*LINCS Agency
Draft
Agreement*

Dr. Kasyan spoke on the Future Ready New Jersey Grant, a mentoring partnership between two school districts, the mentee being Manasquan and the mentor being Riverdale Regional in Bergen County. The total award of the grant was \$246,749. He congratulated Mr. Place for his efforts in achieving this grant award that will be split between the two school districts, \$31,444 to Riverdale and \$215,305 to Manasquan. The focus of this grant will be on personal devices – tablets for grades 6th and 7th and professional development for teachers. Dr. Kasyan complimented the administrative team on being cognizant in finding out the needs of the staff and bringing in the professional development accordingly. Additional information and a review of the details relating to these devices will be shared at the March 15th board meeting.

Future Ready
New Jersey
Grant

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

Personnel
(Exec. Session)

Policy

Dr. Kasyan said there are several policies that will be focused on that require the selection of certain options.

Be Proud Program

- **P 5536 – Voluntary Random Testing for Student Alcohol or Other Drug Use (Draft) Wayne Hills School District has a participation of 1,000 out of 3,000 8th-12th grade student population**

Be Proud
Program –
P5536

Dr. Kasyan referred to the draft policy 5536 that has been modeled after the Wayne Hills School District's program. Wayne Hills has given Manasquan the rights to use their Be Proud program name and asked the board if they were in agreement to use this name. He asked the board to review 5536 and be ready for discussion at the March 15 Committee of the Whole meeting. He also provided a copy of the brochure and parent letter on the program. Wayne Hills offers their program to the 8th through 12th grade student population that totals 3000 students and have 1000 students volunteering in the program.

Revised Policies for Adoption*:

Dr. Kasyan asked if there were questions on any of the revised policies outside of those that require the selection of options. There were no questions from the board.

Revised Policies
for Adoption

- P 5305 – Health Services Personnel (Revised)
- P & R 5306 – Health Services to Nonpublic Schools (M) Revised
- P & R 5308 – Student Health Records (M) (Revised)
- P & R 5310 – Health Services (M) (Revised)
- P & R 5530 – Substance Abuse (M) (Revised) – **Select option in Regulation**

Dr. Kasyan referred to 5530 the Substance Abuse policy that is mandated to the district requiring that teachers have the responsibility to be focused in identifying any student suspected of being under the influence of any type of substances. He complimented the staff on their diligence with this process. He further reviewed 5530 and said it will require a selection of options. He referenced the old policy to assist with any suggestions for revisions. Dr. Kasyan asked that the board review the old and new policy and come back with a determination at the next meeting.

- P & R 5600 – Student Discipline/Code of Conduct (M) (Revised) – **Select option in Regulation**

Dr. Kasyan referred to 5600 and asked for the opportunity to speak to the high school and elementary school administrators in order to get their opinion and suggestions for what they believe is applicable to place in the specific categories. Dr. Kasyan will get back to the board with their suggestions for review and acceptance. He will also get their opinion on 5530.

- P 8505 – Wellness Policy/Nutrient Standards for Meals and Other Foods (M) (Revised)

- P 0134 – Board Self Evaluation (Revised)
- P 1052 – Board Officers (Revised)
- P 20622 – Student Assessment (M) (Revised)
- P 3212 – Attendance (Revised)
- P 4212 – Attendance (Revised)
- P & R 3218 – Substance Abuse (M) (Revised)
- P & R 4218 – Substance Abuse (M) (Revised)
- P & R 5200 – Attendance (M) (Revised) – **Select option in Regulation**

*Revised Policies
for Adoption
(continued)*

Dr. Kasyan reviewed 5200 and the options relating to a student's absence. Dr. Kasyan suggested that all options be checked as being appropriate and asked if there were any comments from the board. Mr. Burns read a statement from the policy that related to the absence being considered excused by the New Jersey Department of Education and asked if the teachers have this information available. Dr. Kasyan turned the floor over to Mr. Gross to address this question. Mr. Gross said the New Jersey regulation has a definition with regard to excused versus unexcused absences and this is also in the policy not the regulation and a note from a doctor or parent would constitute as an excused absence. Dr. Kasyan referred to page 5 where it asks for an amount of time that warrants a physician statement must accompany the student upon return to school. The board agreed with Dr. Kasyan's recommendation for the amount of time to be set at three days. Dr. Kasyan suggested that the student should have the option to get work from the teacher in the event of being out for just one day. The board was in agreement. Dr. Kasyan referred to options relating to dropping from a course.

- P 5460 – High School Graduation (M) (Revised) – **Select option in Policy**
- P 5465 – Early Graduation (M) (Revised)
- P & R 8630 – Bus Driver/Bus Aide Responsibility (M) (Revised) – **Select option in Regulation**

Mr. Pellegrino suggested that Dr. Kasyan and the administration review the policies that require a selection of options and bring their suggestions and selections back to the board for their determination and approval. The board was in favor of this suggestion.

Policies for Second Reading and Adoption*:

- P 5756 – Transgender Students
- P 8550 – Outstanding Food Service Charges
- P 5337 – Service Animals

*Policies for 2nd
readings and
adoption*

There were no questions from the board on the policies on the agenda for a second reading and adoption.

• **Finance**

○ **16-17 Budget Update**

Mrs. Coates reported that the 2016-17 budget committee consists of Mrs. Bossone, Mrs. Garrett-Muly, Mr. Cattani, Mr. Vitale and Mr. Pellegrino. The first meeting was held this afternoon and the committee will meet again later this week and next week if needed. The committee and administration will keep the board apprised of the budget through the Friday packets. No later than March 11th the full board will receive a comprehensive package of information regarding the recommended tentative budget that will be presented for board approval on March 15 and then submitted to the county office. The public hearing on the budget is scheduled for April 26th during the regular board meeting.

Finance

*16-17 Budget
Update*

○ **Update on Sustainable Jersey for Schools**

Mrs. Coates said estimates have been received for the LED lighting in the elementary school gymnasium and will be funded through the \$10,000 grant allocation. The second grant for \$2,000 will fund up to four staff members at the elementary school to participate in online courses in the area of mindfulness. The district also submitted an application for a second time this summer to

*Sustainable
Jersey for
Schools Grants
Update*

have an environmental defense fund fellow work with us in the area of energy and conservation sustainability. The district had a fellow present last summer and she hopes to hear next month if we are successful in being chosen once again this year. Mrs. Coates said that we were not successful in being chosen for the most recent grant for \$10,000 submitted for a water bottle filling station – water fountains to be installed throughout the high school. She said there was very steep competition for this grant.

- **Buildings & Grounds** - No report

10. Board Member Vacancy Interviews

Mr. Pellegrino opened the board member vacancy interview portion of the meeting and said it was the intention of the board to interview the three candidates and appoint one of the three to Mr. Walsh's seat which is further expired than Mrs. Smith's seat. He said the remaining two candidates would be carried over to the March 15th meeting when Mr. Warren will be interviewed by the board. Mr. Warren was unable to attend this evening and since we cancelled last week's meeting it was felt that he should be given the opportunity to be interviewed at the next meeting. At that time the board will deliberate and out of those three candidates choose someone to fill Mrs. Smith's seat. Mrs. Jacobson and Mr. Loffredo adjourned to the conference room during Mr. Hoverter's interview.

A series of questions were asked to Mr. Hoverter by Mr. Pellegrino. After completion of his interview Mrs. Jacobson was called into the meeting room for her interview followed by Mr. Loffredo. Mr. Pellegrino asked the same series of questions to each of the individuals. At the conclusion of the interview process Mr. Pellegrino again explained the process that will take place with the intent to fill one vacant seat this evening and hold the other two applicants for consideration next week after the interview of Mr. Warren. Mr. Pellegrino thanked Mr. Hoverter, Mrs. Jacobson and Mr. Loffredo for their interest in becoming a member of the board.

Mr. Pellegrino continued with the Superintendent's Report and turned the meeting over to Dr. Kasyan.

11. Superintendent's Report & Information Items

- Enrollment – **Document A**

Dr. Kasyan reported a total district enrollment as of January 29, 2016 of 1601 with 957 students at the high school and 644 at the elementary school, as specified in Document A.

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

Dr. Kasyan reported on the Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports at both schools, as specified in Document B.

- HIB Report – HIB Investigations, Trainings and Programs Data Collection – July 1, 2015 through December 31, 2015
- HIB Report, January– **Document C**

Dr. Kasyan presented as required by law the district's report on Harassment, Intimidation and Bullying investigation trainings and programs as of January 29, 2016 covering the time between July 1, 2015 and December 31, 2015. A review of the elementary school and high school student conduct incidents from 2011-12 through 2015-16 was provided to the board which illustrated a downward trend of student conduct incidents outside of HIB. He said in 2015-16 at the high school incidents per school day regarding code of conduct were only three and at the elementary school incidents of code of conduct were 0.7. He complimented the students. Dr. Kasyan reported that five different training programs were conducted at the high school during that time period focusing on HIB and they also participated in a Week of Respect as well as a Red Ribbon Week. He said that three different programs, inclusive of Victory Road, Week of Respect and Lifelines Curriculum were conducted in the high school and district wide programs focusing on cyber-bullying. The Manasquan

Sustainable
Jersey for
Schools Grants
Update

Buildings &
Grounds
(No Report)

Board Member
Vacancy
Interviews

Superintendent
Report

Enrollment
Document A

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

HIB Report
July 1, 2015 –
December 31,
2015

HIB Report
January
Document C

Elementary School had training programs focusing on anti-bullying bill of rights acts and cyber-bullying as well. The Manasquan Elementary School had a total of six HIB initiated incidents with two found to be HIB. At the Manasquan High School there were two initiated incidents with one found to be HIB, which gives a district total of three HIB incidents.

Mr. Pellegrino asked if there were any questions for Dr. Kasyan. Seeing none he asked for a motion to approve and accept the Superintendent's Report.

Motion was made by Mrs. Bossone, seconded by Mrs. Garrett-Muly, to approve and accept the Superintendent's Report.

Discussion: None

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

MOTION CARRIED

Recommend approval and acceptance of the Superintendent's Report.

Mr. Pellegrino opened the 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 questions or comments from the public. He moved on to the Manasquan General Items. He asked for a motion to approve Manasquan Items #13 through #22.

Motion was made by Mrs. Bossone, seconded by Mr. Burns, to approve Manasquan Items #13 through #22.

Discussion: Mrs. Garrett-Muly referred to Item 19 and asked if class size is taken into consideration prior to acceptance of staff members' children. Dr. Kasyan replied in the affirmative and said these class sizes are fine.

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (0); Vacant (2) MOTION CARRIED

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 **January 31, 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.

HIB Report
July 1, 2015 –
December 31,
2015

HIB Report
January
Document C

Approval of
Superintendent
Report

Public Forum
on Agenda
Items
(no comments)

Manasquan
Items #13 - #22

Financial
Reports

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 30, 2015** 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, 2016** per **Document D**. (The Treasurer of School Moneys Report for the month of **January 2016** 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, 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 **2015-2016 budgets** for **January** and **February** as recommended by the Superintendent of Schools, as per **Document D**.

*Budget
Certification
Document D*

Recommend acceptance of the **Elementary School Central Funds Report** for the month ending **January 31, 2016** as per **Document E**.

*E.S. Central
Funds Report
Document E*

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

*Purchase
Orders
Document F*

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

*Cafeteria
Report
Document G*

Be It Resolved: that the **Bills (Current Expense)** in the amount of **\$1,149,958.12** for the month of **February 2016** be approved. Records of checks (#37677 through #37781) and distributions are on file in the Business Office.

Bills

Confirmation of Bills (Current Expense) for **January 2016** at **\$2,926,956.08** and checks (#37564 through #37676).

*Confirmation
of Bills*

14. **Recommend** approval of the amendment to the Manasquan Board of Education Cafeteria Plan Document and Summary Plan Description in accordance with the negotiation agreement between the Manasquan Education Association and the Manasquan Board of Education, as per **Document H**.

*Cafeteria Plan
Document &
Summary Plan
Description
Document H*

15. **Recommend** approval and acceptance of a parent-paid tuition student (#302923) in the Manasquan Elementary School Integrated Preschool Program (morning session), effective February 15, 2016, at the pro-rated tuition of \$1,073.49.

*E.S. Parent
Paid Tuition
Student*

16. **Recommend** approval of Dr. Worth, Psychiatrist, to conduct Psychiatric Evaluation at a rate of \$500.00 for elementary school student #251739 as part of a Child Study Team Evaluation.

*Dr. Worth –
Psych.
Evaluation*

17. **Recommend** approval of Dr. Worth, Psychiatrist, to conduct Psychiatric Evaluation at a rate of \$500.00 for elementary school student #261759 as part of a Child Study Team Evaluation.

*Dr. Worth –
Psych
Evaluation*

18. **Recommend** approval of Catherine VanStolk, for a Psychology Internship, from the College of New Jersey, with Jill Wells (MES), effective February 24, 2016 through June 30, 2016 for a total of 160 hours.

*C. VanStolk,
Psych.
Internship*

19. **Recommend** approval of the acceptance of the following three students (ID# to be determined) at the Manasquan Elementary School, as a “Tuition Free: Child of a staff member” for the 2016-2017 school year, in accordance with the MEA Negotiated Agreement, effective January 4, 2016:

- Kindergarten (2)
- 2nd Grade

*E.S. Tuition
Free Child of
Staff Member*

20. **Recommend** approval of Maureen T. Kelley, LLC, Maureen Kelley, to work as a School Psychologist consultant, 28-30 hours weekly, at a rate of \$58.00 per hour from March 1, 2016 through June 30, 2016, leave of absence replacement. (previously approved on October 13, 2015)

*M. Kelley,
School Psych
Consultant*

21. **Recommend** approval of the request for obsolete equipment disposal for one (1) Everett Upright Piano located in the elementary school that is no longer in serviceable condition, as per **Document I**.

*Disposal of
Obsolete
Equipment
Document I*

22. **Recommend** approval of a contract between the Manasquan Board of Education and Dr. & Mrs. Aspen to provide transportation for their Beginners Grade student at Ranney School for the remainder of the 2015-2016 school year, in the per diem amount of \$4.24. (Per diem rate will be adjusted based on additions/deletions to student count on route) as per **Document J**.

*Parent
Transportation
Contract –
Ranney School*

Mr. Pellegrino asked for a motion to approve Manasquan Item #23 with the exception of 5530; 5600; 3218; 4218; 5200; 5460 and 8630.

Motion was made by Mrs. Garrett-Muly, seconded by Mrs. Bossone, to approve Manasquan Item #23 - the adoption of the revised policies, as specified in Document K, with the exception of 5530; 5600; 3218; 4218; 5200; 5460 and 8630.

Discussion: None

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (0); Vacant (2) MOTION CARRIED

23. **Recommend** approval of the adoption of the following revised policies, as per **Document K**:

*Adoption of
Revised Policies
Document K*

- P 5305 – Health Services Personnel (Revised)
- P & R 5306 – Health Services to Nonpublic Schools (M) Revised
- P & R 5308 – Student Health Records (M) (Revised)
- P & R 5310 – Health Services (M) (Revised)
- P & R 5530 – Substance Abuse (M) (Revised)
- P & R 5600 – Student Discipline/Code of Conduct (M) (Revised) – **Select option in Regulation**
- P 8505 – Wellness Policy/Nutrient Standards for Meals and Other Foods (M) (Revised)
- P 0134 – Board Self Evaluation (Revised)
- P 1052 – Board Officers (Revised)
- P 20622 – Student Assessment (M) (Revised)
- P 3212 – Attendance (Revised)
- P 4212 – Attendance (Revised)
- P & R 3218 – Substance Abuse (M) (Revised)
- P & R 4218 – Substance Abuse (M) (Revised)
- P & R 5200 – Attendance (M) (Revised) – **Select option in Regulation**
- P 5460 – High School Graduation (M) (Revised) – **Select option in Policy**
- P 5465 – Early Graduation (M) (Revised)

- P & R 8630 – Bus Driver/Bus Aide Responsibility (M) (Revised) – **Select option in Regulation**

Mr. Pellegrino asked for a motion to approve Items #24 through #28.

Motion was made by Mrs. Garrett-Muly, seconded by Mr. Cattani, to approve Manasquan Items #24 through #28.

Discussion: Mrs. Coates addressed a question on P8550 – Outstanding Food Service Charges and explained that this addresses students being provided a lunch even if they have outstanding food charges.

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (0); Vacant (2) MOTION CARRIED

- 24. Recommend** approval of the acceptance of the second reading and adoption of the following policy, as per **Document L:**

- P 5756 – Transgender Students
- P 8550 – Outstanding Food Service Charges
- P 5337 – Service Animals

Professional Days

- 25. 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 9, 2016	Joan Akins	Garwood, NJ	Student Comprehension Workshop	No	Registration - \$180.00 Mileage - \$29.14
March 8, 2016	Laura Wahl	Monroe, NJ	Science Lab Workshop	Yes	Registration - \$149.00 Mileage - \$19.84
March 4, 2016	Kindle Kuriscak	Monroe, NJ	FEA Workshop	No	Registration - \$149.00 Mileage - \$19.84
March 21, 2016	Colleen Graziano	Monroe, NJ	FEA Workshop	No	Registration - \$149.00 Mileage - \$19.84
March 14, 2016	Amy Young	Monroe, NJ	FEA Workshop	No	Registration - \$149.00 Mileage - \$19.84
Various (6)	Nancy Sanders	Webinars	Network Sessions	No	Registration - \$ 200.00
March 8, 2016	Nancy Sanders Amy Young Colleen Graziano	Monroe, NJ	FEA Workshop	No	Registration-\$149.00 each Mileage - \$19.84 each
March 10, 2016	Nancy Sanders	Monroe, NJ	504 Classification Workshop	No	Registration - \$150.00 Mileage - \$19.84
March 3, 2016	Heather Saake	Monroe, NJ	PARCC Workshop	Yes	Registration - \$145.00 Mileage - \$19.84
March 15, 2016	Kristine Sliwoski	Monroe, NJ	Teaching Strategy Workshop	Yes	Registration - \$150.00 Mileage - \$19.84
March 16-19, 2016	Teresa Trumpour	Chicago, IL	NAEA Convention for Recognition	Yes	None
February 29, 2016	Kathryn Collins	Monroe Twnshp, NJ	FEA Conference	Yes	Registration - \$145.00 Mileage - \$19.84

*Adoption of
Revised Policies
Document K
(continued)*

*Adoption of 2nd
reading of
Policies
Document L*

*E.S.
Professional
Days*

MINUTES – March 1, 2016

February 24, 25, 2016	Amy Young	Monroe, NJ	HIB Updates	No	Registration - \$300.00 Mileage - \$39.68
March 1, 2016	Amy Young	Monroe, NJ	Anxiety Strategy Workshop	No	Registration - \$149.00 Mileage - \$19.84
February 25, 26, 2016	Nancy Sanders	Atlantic City, NJ	ASAP Annual Conference	No	Registration - \$295.00 Mileage - \$43.27 Tolls - \$6.00
February 29, 2016	Cheryl Femenella	Monroe, NJ	FEA Conference	Yes	Registration - \$145.00 Mileage - \$19.84
March 10, 2016	Robert Markovitch Laura Wahl Kristine Yellovic h Jestine Jones Andrea Trischitta Marc Reid Mark Levy Kirt Wahl Andrew Manser Oriana Kopec	MES	STEM Articulation Day	Yes-9	None
April 7-9, 2016	Jill Wells	Chicago, IL	Occupational Therapy Conference	No	Registration - \$410.00

E.S.
Professional Days
(continued)

Student Action Field Trips

26. **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>
May 20, 2016	Marie Lauffer	Chorus Gr. 5-8	Jackson, NJ	Choral Festival	Yes – 4	None	Student Funds
May 3, 2016	Brian McCann Kathryn Collins Amelia Gliddon Theresa Reichy	Grade 5	Camden, NJ	Aquarium	No	None	Student Funds

E.S. Field Trips

Placement of Students on Home Instruction

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

#2396 Grade 5 January 26, 2016 – February 19, 2016 (Medical)

E.S. Home Instruction

Placement of Students Out of District

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

Out of District Placements
Document M

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Items #29 through #45.

Motion was made by Mr. Vitale, seconded by Mr. Gardner, to approve Manasquan/Sending District Items #29 through #45.

Discussion: None

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

**Mrs. Garrett-Muly abstained on #32 James Freda and #35 Kimberly Read*

MOTION CARRIED

*Manasquan/
Sending
Districts Items
#29 - #45*

MANASQUAN/SENDING DISTRICTS

General Items

- 29. Recommend** approval of the **2016-2017 School Year Calendar** as per **Document 1**.
- 30. Recommend** approval to utilize, as a practice facility, the Manasquan River Golf Club, at no cost, and the Quail Ridge Golf World as per **Document 2**.
- 31. Recommend** approval of the draft agreement with the Monmouth County LINCS Agency, County Agencies and Government, as per **Document 3**.
- 32. Recommend** approval for release time and substitute coverage for the following teachers for the purpose of science curriculum writing during the 2015-2016 school year, dates to be determined:
 - Biology and Honors Biology: Lisa Crowning, Chryseis McHugh (1 day each)
 - Chemistry and Honors Chemistry: Barbara Buckley, Thomas Glenn (1 day each)
 - Physics and Honors Physics: Barbara Buckley, James Freda (1 day each)
- 33. Recommend** approval and acceptance of the Future Ready NJ Competitive Grant (Grant #16W00119) in the amount of \$246,279.00 for the grant period March 1, 2016 through August 31, 2016. (\$31,444.00 of total award amount to be allocated to River Dell Regional School District as subgrantee.)
- 34. Recommend** approval of the Request for Obsolete Equipment Disposal for sports uniforms that are no longer in usable condition, as per **Document 4**.

*2016-2017 SY
Calendar
Document 1*

*Golf Team
facilities
Document 2*

*Draft LINCS
Agency
Agreement
Document 3*

*Substitute
coverage for
science
curriculum
writing*

*Future Ready
NJ Competitive
Grant*

*Disposal of
Obsolete
Equipment
Document 4*

Professional Days

- 35. 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>
June 8,9,10, 2016	Lynn Coates	Atlantic City	NJASBO Conference	No	Registration - \$150.00 Parking -\$30.00
March 15, 2016	Maria Eldridge Jeffrey Hoffman James Fagen Louis Certo	MHS	Sending District Articulation	Yes - 4 (1/2 day each)	None
March 16, 2016	Monica Fenlon Meredith Heeter Gina Martucci	MHS	Sending District Articulation	Yes - 3 (1/2 day each)	None
March 9, 2016	Jesse Place Lisa Kukoda	Trenton, NJ	Future Ready NJ Grant session	No	Mileage - \$26.35
	Monica Fenlon				

MINUTES – March 1, 2016

April 5, 2016	Linda Hoeler Brett Lomas Courtney Larkin Justin Roach James Egan Kyle Froehlich Lisa Kukoda Jesse Place	New York, NY	Microsoft Innovative Educator Teacher Academy	Yes – 5	Mileage - \$39.12 each Tolls - \$30.00each Parking - \$50.00 each
March 15, 2016	Jesse Place James Egan Lisa Kukoda Frank Scott	Iselin, NJ	Microsoft Education Roundtable	No	Mileage - \$24.06 Tolls - \$4.00
April 28, 2016	Barbara Kerensky Colleen Graziano	Monroe Twnshp, NJ	FEA Workshop	No	Mileage - \$39.68 each Registration - \$149.00 each
March 18, 2016	Lynn Coates Kim Read	Freehold, NJ	SEMI Meeting	No	Mileage - \$15.07 each
March 14,15,16, 2016	Bernard Bigley	Atlantic City, NJ	NJSBGA Expo	No	Mileage - \$45.69 Tolls - \$6.00 Parking - \$5.00
March 18, 2016	Margaret Polak	Freehold, NJ	SEMI Meeting	No	Mileage - \$15.00
March 8, 2016	Sean McCarthy	Monroe, NJ	PARCC Training	No	Mileage - \$19.11
March 5, 2016	Claire Kozic Lisa Crowning	Piscataway, NJ	Gardening Workshop	No	Registration - \$25.00 each
March 4, 2016	Meredith Morris	Toms River, NJ	Curriculum Meeting	Yes	None
March 21, 2016	Barbara Kerensky	NJPSA	Administrator Workshop	No	Registration - \$149.00
March 18, 2016	Ryan Basaman	Piscataway, NJ	Teaching Strategies Workshop	Yes	Registration - \$165.00 Mileage - \$24.80
February 19, 2016	Jesse Place James Egan	Iselin, NJ	NJ Technology Council Meeting	No	Mileage - \$24.06 each Tolls - \$4.00 each
February 19, 2016	Kevin Hyland	Scotch Plains, NJ	Emergency Clinical Care Review	Yes	None
February 27, 2016	Donna Bossone	Princeton, NJ	NJSBA Workshop	No	Registration - \$199.00 Mileage - \$25.42
February 24, 2016	Amy Edwards Eric Wasnesky Thomas Glenn Carrie Eastmond	Brick, NJ	Power Save Schools Review	No	Mileage – \$5.58 each for Eric, Amy and Carrie
November 2, 2015	Ryan Basaman	Philadelphi aPA	AP workshop	Yes-1	Registration- \$265.00 REVISED Mileage-\$40.92
March 17, 2016	Kimberly Read	Mt. Laurel	NJASBO	No	Mileage - \$37.37
March 22-25, 2016	Ronald Kornegay	Atlantic City, NJ	Athletic Director Conference	No	Registration - \$350.00 Mileage - \$46.19 Hotel - \$346.64
March 23, 2016	Sean McCarthy	Monroe, NJ	NJ Bio Competency Test	No	Mileage - \$21.11

H.S.
Professional
Days
(continued)

Student Action
Field Trips

H.S. Field Trips

36. 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>
March 16, 2016	Amy Edwards	Academy of Engineering	Rutgers – Busch Campus	Engineering Career Day	Yes-2	Bus - \$300.00	Student Funds
To Be Determined	Dina Elms	Book Club	NYC	Tour Morgan Library	No	None	Student Funds

Placement of Students on Home Instruction

H.S. Home Instruction

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

#192605	Grade 9	February 17, 2016 – To Be Determined (Medical)
#171956	Grade 11	January 26, 2016 – June 22, 2016 (Medical)
#161608	Grade 12	January 28, 2016 – To Be Determined (Medical)
#162534	Grade 12	January 26, 2016 – June 22, 2016 (Medical)
#2461	Grade 12	January 18, 2016 – March 31, 2016 (Medical)
#132074	Grade 11	Effective immediately pending contract approval – June 22, 2016 (Medical)

Financials

38. Recommend acceptance of the following High School Central Funds Report for the month ending January 31, 2016 as per Document 5.

H.S. Central Funds
Document 5

The following agenda items were included on the January 19, 2016 Public Meeting and unable to be approved by the board due to a lack of quorum:

January 19th
agenda items

General Items

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

- Academy of Engineering
- Innovation Lab

Central Fund Account
Academy of Engineering & Innovation Lab

40. Recommend approval to accept the donation of 50 AP Calculus textbooks from Cengage National Geographic, with estimated value of \$6,500.00

Donation of AP Calculus books

Personnel

41. Recommend approval of the High School personnel as per Document 6.

H.S. Personnel
Document 6

Professional Days

42. 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>
February 26, 2016	Carol Anderson Maria Eldridge Kristin Radzinski	Hamilton Square, NJ	Teaching Strategies and Resources	Yes-3	Registration - \$495.00 Mileage-\$29.04
March 4, 2016 May 6, 2016	Lynn Coates	Tinton Falls	Insurance Meetings	No	Mileage-\$8.37 each Meeting
May 10, 2016	Sandra Freeman	Mt. Laurel	Administrative Assistant Program	No	Mileage-\$37.37
January 27, 2016	Sandra Freeman	Tinton Falls	Administrative Assistant MCASBO	No	Mileage-\$8.37
February 1, 2016	Lisa Kukoda	Robbinsville	All-Star Game Meeting	No	None
February 25, 2016	Jesse Place Frank Scott James Egan	Iselin, NJ	Cisco VoIP Workshop	No	Mileage - \$ 24.80 each Tolls - \$10.00 each
March 8, 2016	Jesse Place	Monroe Township, NJ	PARCC Training	No	Mileage – \$23.06
March 15, 2016	Maria Eldridge Jeffrey Hoffman James Fagen Louis Certo	MHS	Sending District Articulation	Yes - 4 (1/2 day each)	None
March 16, 2016	Monica Fenlon Meredith Heeter Gina Martucci	MHS	Sending District Articulation	Yes – 3 (1/2 day each)	None

Student Action
Field Trips

43. 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 30, 2016	Martin Januario Carissa Monta AnnMarie LaMorticella	Gr. 8-12	Statue of Liberty	Tour Historic Places	No	International Club Funds	Student Funds

Placement of Students on Home Instruction

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

#182806 Grade 10 January 4, 2016 – February 5, 2016 (Medical)

H.S.
Professional
Days

H.S. Field Trips

H.S. Home
Instruction

Financials

- 45. Recommend acceptance of the following High School Central Funds Report for the month ending December 31, 2015 as per Document 7.**

Mr. Pellegrino asked if there was any Old or New Business to come before the board. There was no Old or New Business.

46. Old Business/New Business

Mr. Pellegrino opened the second public forum that will address any items.

47. Public Forum

Carl Straub, 27 Willow Way, Manasquan – Mr. Straub asked when there would be any news on future bond referendums. Mr. Pellegrino said that currently there is no discussion being made on this topic and at this time the board is now focusing on the budget phase and trying to accomplish what can be done through the budget. Mr. Straub commented on the cost of the special elections and said it would make sense to consider the regular November election for any future referendum vote.

Marilyn Jacobson, 59 McLean Avenue, Manasquan – Mrs. Jacobson referred to an article in The Coast Star relating to the St. Rose athletic fields and the outstanding work performed by Mark Fletcher at these fields. She suggested that Mr. Fletcher come to the district and pay him a fee to conduct a seminar on field care. She asked why the district is paying for repairs to the elementary school parking lot when the wrong surface was applied and suggested going back to the original contractor or engineer to address these repairs. Mrs. Jacobson asked if the work that is needed to renovate the science labs would be considered maintenance cost or capital cost. Mrs. Coates said that the dollar threshold being discussed for the renovations would be considered capital. She asked if there was any way this cost could be shared by the sending districts. Mr. Pellegrino said that since the rooms do not comply in size it is not a renovation of the existing space and something will have to be built to comply with the new standard. Mr. Pellegrino addressed her questions on the FEMA money and said there has been no notification received of repayment of CDL money and the district has not used all of the awarded funds.

Spencer Morasch, Wall Township – Mr. Morasch introduced himself as the district's representative from Jersey Central Power & Light. He asked if he could be given the name of the 24-hour contact person and a confirmation of the district's accounts.

Marilyn Jacobson, 39 McLean Avenue, Manasquan – Mrs. Jacobson said she read that Wall Township Board of Education has declining enrollment and has too many administrators so they have reduced their tuition rate in half in order to keep administrators. She asked for the board's thoughts on this. Mr. Pellegrino said that it is not the role of the Manasquan board to comment on how Wall operates and the district has no plans on reducing the tuition at Manasquan by half.

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

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

48. 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 may hold an "Executive Session" from which the public is excluded to discuss matters that are confidential or are one of the nine (9) subject matters listed in Section 12(b) of the Act; and

H.S. Central
Funds
Document 7

Old Business/
New Business
(no report)

Public Forum

Executive
Session

WHEREAS, it is recommended by the Superintendent that the Manasquan Board of Education go into Executive Session on this date in Manasquan, New Jersey, to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, the length of the Executive Session is estimated to be sixty (60) minutes after which the public meeting of the Board shall reconvene and proceed with business; and

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

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

- X 1. Confidential Matters per Statute or Court Order (Board Member Vacancy Deliberation)
- 2. Impact Rights to Receive Federal Funds
- 3. Unwarranted Invasion of Individual Privacy
- X 4. Collective Bargaining (Administrative Bargaining Unit Update)
- 5. Acquisition of Real Property or Investment of Fund
- 6. Public Safety Procedures
- X 7. Litigation or Contract Matters or Att./Client Privilege (Update on Litigation)
- X 8. Personnel Matters (Hiring, Retirements, **Balance of 15/16 SY Unaffiliated Contracts**)
- 9. Imposition of Penalties Upon an Individual

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

Motion was made by Mr. Cattani, seconded by Mrs. Bossone, and approved by voice vote of all those present in favor to enter into executive session at 7:55 p.m. MOTION CARRIED

Mr. Pellegrino opened the floor for a motion to reconvene the Combined Committee of the Whole and Regular Public Meeting at 8:40 p.m.

Motion was made by Mrs. DiPalma, seconded by Mr. Cattani, and approved by voice vote of all those present to reconvene the Combined Committee of the Whole and Regular Public Meeting. MOTION CARRIED

Motion to
reconvene

Mr. Pellegrino opened the floor for nominations for the board member vacancy.

Mr. Pellegrino motioned to nominate Mr. Loffredo to fill the vacancy of the unexpired term on the Manasquan Board of Education, seconded by Mr. Sorino.

Nomination of
Mr. Loffredo

Discussion: Mrs. Garrett-Muly complimented all the candidates and was glad that they will continue to be in consideration for the appointment to second vacant seat.

Motion to
approve the
nomination

Mr. Pellegrino asked if there were any additional nominations. Seeing none he asked for a vote. Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (0); Vacant (2) MOTION CARRIED.

49. Oath of Office – No oath administered this evening.

No Oath
administered

Mr. Pellegrino asked for a motion to approve Manasquan Item #50 – E.S. Personnel.

Motion was made by Mr. Sorino, seconded by Mr. Cattani, to approve Manasquan Item #50, as specified in Document N.

Discussion: None

Roll Call Vote: Ayes (7); Nays (0); Abstain (); Absent (0); Vacant (2)*

**Mrs. Garrett-Muly abstained on Danielle Kurani*

MOTION CARRIED

*E.S. Personnel
Document N*

Manasquan Personnel

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

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Item #51 – H.S. Personnel

Motion was made by Mr. Gardner, seconded by Mrs. Garrett-Muly, to approve the Manasquan/Sending District Item #51, as specified in Document 8.

Discussion: None

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

**Mrs. Garrett-Muly abstained on James Freda; Richard Read; Richard Read Jr.; Kimberly Read and Michaela Read*
MOTION CARRIED

*H.S. Personnel
Document 8*

Manasquan/Sending Personnel

51. Recommend approval of the High School personnel as per Document 8.

Mr. Pellegrino asked for a motion to adjourn.

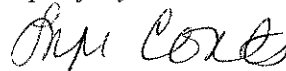
Motion was made by Mrs. Garrett-Muly, seconded by Mr. Gardner, to adjourn the meeting at 8:43 p.m.

52. Adjournment

Motion to Adjourn

Adjournment

Respectfully submitted,



*Lynn Coates
Board Secretary*