

BOARD OF EDUCATION
Borough of Manasquan

The Committee of the Whole meeting of the Manasquan Board of Education was held in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, March 15, 2016.

The Board 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

Mrs. Coates administered the Oath of Office to Joseph Loffredo. Mrs. Coates congratulated Mr. Loffredo and Mr. Pellegrino welcomed him to the board.

3. Oath of Office – Mr. Joseph Loffredo

*Oath of Office
Mr. Loffredo*

4. Roll Call

<i>Donna Bossone</i>	<i>Mark Furey (Belmar)</i>	<i>Thomas Pellegrino</i>
<i>Martin Burns</i>	<i>Erik Gardner (SLH)</i>	<i>Alfred Sorino</i>
<i>Eugene Cattani</i>	<i>Heather Garrett-Muly</i>	<i>Tedd Vitale (Brielle) - absent</i>
<i>Linda DiPalma</i>	<i>Joseph Loffredo</i>	<i>(Vacant)</i>

Roll Call

*Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Gabrielle Pettineo, Board Attorney; Sandi Freeman, Recording Secretary; Megan Gianforte and Matthew DelGuercio,, Student Representatives.
Absent: Shawn Nolan and Julia Hohenstein, Student Representatives.*

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

5. Mission Statement

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

Mission Statement

6. Statement to the Public

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

Statement to the Public

Mr. Pellegrino asked the members of the board to review the minutes provided last Friday for the recommended acceptance and approval at the Regular Public Meeting on March 22, 2016.

Minutes
(No action)

7. 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 March 1, 2016.

Mr. Pellegrino turned the floor over to the Megan Gianforte for the Student Board Representative Report.

8. Student Board Representative Report

Student Board
Representative
Report

Megan reported that the Student Council is planning the senior trip and will be selling fan section t-shirts as a fund raiser. The semi-formal dance held this past Friday for freshmen and sophomores was a success. Plans are underway for the junior and senior proms in addition to planning a Wounded Warrior run either this year or next year.

Mr. Pellegrino thanked Megan for her report and continued with the Presentations. He turned the floor over to Dr. Kasyan.

9. Presentations

Presentations

- **Cenergistic Presentation and Facilities Staff Recognition – Presented by Richard Read and Paul Hamman**

Cenergistic
Report and
Facilities Staff
Recognition

Dr. Kasyan recognized and thanked the members of the facilities staff for their assistance in making the energy conservation program a success and presented each of them with a certificate of appreciation and Wally Bucks.

Mr. Pellegrino introduced Mark Liggett from the Manasquan Recreation Department. Mr. Liggett spoke on behalf of the Recreation Commission and complimented and thanked the district's facility staff for their assistance with the recreation program. Dr. Kasyan thanked the facilities staff again for their impact on the lives of the students every day said they are the unsung heroes whose efforts are certainly noticed.

Dr. Kasyan introduced Rich Read to present a report on the energy savings program. Dr. Kasyan thanked Mr. Read for his efforts in making the energy savings program successful and presented him with a certificate of appreciation and Wally Bucks.

Mr. Read provided a comprehensive report and slide presentation on the Cenergistic energy savings program. He thanked the facilities staff for serving as the backbone of the program by implementing the changes and practices that contributed to the savings. He thanked Dr. Kasyan, Mrs. Coates and Mr. Pellegrino for giving him the opportunity to provide an update this evening on the energy conservation program implemented with Cenergistic. Mr. Read thanked Paul Hamman from Cenergistic for being a great resource and providing assistance with the program. Mr. Read spoke about the Student Ambassadors PowerSave Program that was brought to the district through grant opportunities pursued by Mrs. Coates that is led by Amy Edwards, Tom Glenn and Eric Wasnesky. The students were trained on conducting energy audits in the classrooms and gathering data on light usage to help extend the district's savings. Mr. Read said that the board's commitment to this program is not only fiscally responsible but environmentally responsible.

Dr. Kasyan said that when he and Mrs. Coates initially brought this program to the board they both understood that it would only be as good as the person chosen to lead this initiative and Mr. Read demonstrated this evening not only success in a short period of time but the development of a culture.

Mr. Hamman said that it is a pleasure working with Mr. Read and with only two buildings the district's savings is way ahead of larger districts. He complimented the efforts being made by the staff to make changes and work towards conserving energy.

- **Drug Education Awareness – Presented by Leigh Busco and Nancy Sanders**

Dr. Kasyan introduced Leigh Busco and Nancy Sanders to focus on the Drug Education Awareness program. Mrs. Sanders provided information on an upcoming community forum that she and Mrs. Busco are pleased to present called "Say Something" that will be held on Thursday, April 14th at the Manasquan High School. The program is partnered with the Wall Alliance, The Shore Community Alliance, the Manasquan Ministerium and the Manasquan School District and will address the dangers of heroin in addition to changes in the Harassment and Bullying guidelines, dangerous trends in social media and sexting, the FAFSA, and drugs and alcohol. The keynote speaker will be Special Agent Douglas S. Collier who will address trends, marijuana use and abuse and the growth of vaping. Mrs. Sanders provided a draft copy of the flyer outlining the program. Mr. Collier will also be visiting the district on April 6th to present to the high school students and elementary school students in grades 6, 7 and 8. She thanked Rev. Gratzel for his assistance with this program. Rev. Gratzel said that he appreciates the opportunity to partner with the Shore Community Alliance, the school and churches in the area to provide information to the community and encouraged support of the community leaders. Mrs. Busco addressed a question on the topics that would be applicable to a 5th grade student and said that all but the FAFSA would be beneficial to a 5th grade student. Mrs. Sanders said the program is for the parents but children may attend with the parent. Mrs. Busco said the students will be participating in the assembly program prior to the April 14th program.

- **District App and Future Ready New Jersey Grant – Presented by Jesse Place**

Dr. Kasyan introduced Jesse Place to focus on the District App and the Future Read New Jersey Grant. Mr. Place spoke on the various methods used by the district to provide information to the public utilizing social media. He provided a general overview of an App that has been developed for the district that can be downloaded at this time. He said the App is still a work in progress and will serve as a very comprehensive source of information relating to the school district.

Mr. Place spoke on the opportunity afforded the district last fall to apply for the Future Ready New Jersey Grant, a competitive discretionary grant that is state funded and designed to support districts with the PARCC online assessments and digital learning. He said the grant is a partnership between two New Jersey districts and Riverdale Regional School District in Bergen County was selected to join with Manasquan. Manasquan elected to be the mentee and Riverdale the mentor since they have an established 1:1 program and is a model in the state for what they do with the program. Both districts benefit from the grant with the mentee receiving a more significant award amount. The total grant allocation over the state was \$1 million with a maximum award per partnership of \$250,000. Manasquan/Riverdale was awarded \$247,279, with Riverdale receiving \$31,000 from this award with the balance going to Manasquan. The program designed has two areas of focus, one is the expansion of the 1:1 program into the 6th and 7th grades and the second is to provide professional development for teachers. Mr. Place thanked all involved in assisting him with the development of the grant application.

Mr. Pellegrino turned the floor over to Dr. Kasyan for discussion of items that will be included on the March 22, 2016 Regular Public Meeting.

10. Committee of the Whole

A) Discussion Items for the Agenda

- **Education, Curriculum & Technology**
 - **PARCC Testing Schedule**

Dr. Kasyan referred to the PARCC Testing Schedule that has been provided to the board members and asked if there were any questions relating to this schedule.

Drug Education
Awareness
L. Busco
N. Sanders

District APP

Future Ready
New Jersey
Grant
J. Place

Committee of
the Whole –
Discussion
Items

Education,
Curriculum &
Technology

PARCC Testing
Schedule
NO ACTION

- **MAA Negotiations Committee Update**

Dr. Kasyan asked Mr. Pellegrino for an update on the MAA Negotiations Committee. Mr. Pellegrino said the initial meeting with the administrators is being planned and he asked for a volunteer from the board to serve on this committee to replace Mr. Clayton.

MAA
Negotiations
Committee
Update
NO ACTION

- **Association Rights and Privileges – Article 5K**

Dr. Kasyan read Article 5K and referred to a form created for completion by a staff member requesting acceptance of their child as a free tuition student in the elementary school and a half-tuition student in the high school, with the exception of any employee hired prior 7/1/2005 who are grandfathered with free high school tuition. Mrs. Coates addressed Mrs. Garrett-Muly's question and clarified that this did not include the preschool program and would continue as a parent-paid program, with the exception of a resident student with an IEP. A discussion took place on the billing process and accounting methods for those students considered having a zero tuition cost in the elementary school. Dr. Kasyan said it would be prudent to review the enrollments prior to acceptance. Mrs. Garrett-Muly asked how a free tuition student would be addressed if they required special education services. Dr. Kasyan asked the board attorney to address this question. Ms. Pettineo said the district of residency for the student is usually the primary place a parent would turn to for this service and this is why the language needs to be specific for this purpose. Dr. Kasyan said the sending districts are responsible for the tuition cost for their resident students in an out of district placement.

Association
Rights &
Privileges
Article 5K
NO ACTION

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

Personnel
(Exec. Session)

Dr. Kasyan continued with the review of policies. The board reviewed those policies

- **Policy – Agenda Items ***

- **Revised Policies for Adoption:**

- P 0167 Public Participation in Board Meetings (Revised) – **Select option**

Dr. Kasyan referred to the timeframe for the public comment portion of the meeting and it was decided to keep the 45 minutes time limit and limit each statement by a participant to 3 to 5 minutes in duration.

- P 0168 Recording Board Meetings (Revised) – **Select option**

Dr. Kasyan selected the option of the board secretary or designee to be the responsible person for an audio tape recording of board meetings. It was also decided to keep the 45 days for transcript retention.

- P 2422 Health and Physical Education (Revised)

- P 2431 Athletic Competition (M) (Revised) **Select option in Policy**

Dr. Kasyan referred to the home school options on 2431 and the board agreed to maintain the current option that home schooled children are not eligible to participate in the high school interscholastic athletic program of this district. The board agreed to maintain the current option in #2 relating to students in grades 6 through 8 and their eligibility to participate in school district sponsored programs of athletic competition.

- R 2431.2 Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M) (Revised)

- P & R 5111 Eligibility of Resident/Nonresident Students (M) (Revised) **Select option in Policy**

Dr. Kasyan said that the existing policy did not have any options and asked if the board agreed to leave this policy in its current state. Dr. Kasyan addressed a question on the process in place in accepting a student who is not currently living in the district but has a contract on a home and said that if they have a pending contract and will eventually be moving into the district this student will be permitted to attend school in September without paying tuition.

- P & R 5310 Health Services (M) (Revised)

- P 5460 High School Graduation (M) (Revised) **Option selected by Administration**

- P & R 8462 Reporting Potentially Missing or Abused Children (M)

Policy
Revised for
Adoption
NO ACTION

(Revised) **Fill in blank on Policy**

Dr. Kasyan suggested that the district designate the Supervisor of Special Education as the liaison to designated child welfare authorities and serve as primary contact person.

- P 8550 Outstanding Food Service Charges (Revised) **Select option**

Dr. Kasyan referred to 8550 and suggests that the option be selected that will provide a basic lunch containing the essentials in balanced nutritional selection as prescribed by the Bureau of Child Nutrition Programs, beginning the eighth calendar day from the date of the second notice.

- R 5530 Substance Abuse (M) (Revised) – **Option selected by Administration**
- R 5600 Student Discipline/Code of Conduct (M) (Revised) – **Option selected by Administration**
- R 5200 Attendance (M) (Revised) – **Option selected by Administration**
- R 8630 Emergency School Bus Procedures (M) (Revised) – **Option selected by Administration**
- R 5511 Dress Code (Revised)
- P&R 3218 Substance Abuse (M) Revised
- P&R 4218 Substance Abuse (M) Revised

- **Policies for First Reading:**

- P & R 5330.01 Administration of Medical Marijuana (M) (New)

Mrs. Garrett-Muly referred to the verbiage in the policy on administering medical marijuana on a school bus and at a school function and asked how this could be properly given with other students present. Dr. Kasyan replied that this is a new policy as a first reading and additional discussion will be needed by the administrators with their teachers and nurses to ensure confidentiality is held for the student in addition to the protection of the other students present. Dr. Kasyan said this is a mandated policy and there are not any options.

- **Policies to be Abolished:**

- P 2425 Physical Education (Abolished)

Dr. Kasyan said that 2425 is being abolished and replaced with a new policy 2422.

Dr. Kasyan concluded his discussion on policies and turned the floor over to Mrs. Coates.

- **Finance - Agenda Items ***

- Update on proposed 2016-2017 budget*

Mrs. Coates said that on tonight's agenda there is a resolution to adopt the 2016-2017 tentative budget that will be submitted to the County Office of Education for review in accordance with the statutory deadline. She reviewed the resolution and the tentative budget. She said that five budget committee meetings have been held at this time starting on March 1st and concluding on March 11th. Information has been provided to the board in the Friday packets for the last two months along with budget committee meeting minutes. Mrs. Coates, along with Dr. Kasyan and Mr. Pellegrino thanked the members of the board for many hours of meeting on the budget and their insightful input regarding the tentative budget. Mrs. Coates said that budget information would be made available on the on the following dates: Monday, April 11th at 6:00 p.m. for an informational session about the budget not an advertised board meeting and Tuesday, April 26th at 6:00 p.m. for a Public Hearing on the budget during the regular April board meeting.

- **Buildings & Grounds**

Mrs. Coates expressed her appreciation to Mr. Read and the entire facilities department for their support of the energy conservation program and a job well done.

Dr. Kasyan concluded his discussion of the Committee of the Whole items and thanked the finance committee for their due diligence in focusing on the development of the district budget.

Policy
Revised for
Adoption
NO ACTION

Policies 1st
Reading
NO ACTION

Abolished
Policy
NO ACTION

Finance
2016-2017
Budget Update
NO ACTION

Buildings &
Grounds
NO ACTION

Mr. Pellegrino went back to a previously discussed matter of the negotiations committee and said that there were two vacant seats on this committee.

11. Board Member Vacancy Interviews

Mr. Pellegrino opened the board member vacancy interview portion of the meeting and welcomed Mr. Warren. Mr. Warren was asked the same series of questions asked to Mr. Hoverter, Mrs. Jacobson and Mr. Loffredo at the March 1st meeting. Mr. Pellegrino thanked Mr. Warren and said that the board would meet in closed session to deliberate and choose from the three candidates and anticipate reporting on the selected individual when the board returns to the meeting floor.

Mr. Pellegrino said that Dr. Kasyan would present his report at the March 22nd meeting.

12. Superintendent’s Report & Information Items

- Enrollment – **Document**
- Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– **Document**
- HIB Report, February-- **Document**

Recommend approval and acceptance of the Superintendent’s Report.

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

13. 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.

Carl Straub, 27 Willow Way, Manasquan – Mr. Straub referred to the capital reserve withdrawal of \$284,000 and asked if there was any overlap of these topics with items in the bond referendum for security and the field. Mr. Pellegrino said that tonight the board is addressing the preliminary submission of the budget to the county and a more thorough discussion of the budget will take place at the upcoming meetings.

Marilyn Jacobson, Manasquan – Mrs. Jacobson asked if the FEMA funds were a loan or grant. Mr. Pellegrino said the Community Disaster Loan is a loan but at this time no determination has been made on the repayment of the loan.

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

Mr. Pellegrino continued with the Committee of the Whole discussion items asked if there were any questions on the Manasquan General Items #14 through #17 that will be on the agenda for approval on March 22nd. There were no questions from the board.

Board
vacancies
Interviews

Superintendent
Report

NO ACTION

Public Forum
on Agenda
Items

MANASQUAN
General Items

*Committee of
the Whole
Discussion
Items*

*Manasquan
General Items
NO ACTION*

14. 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 **February 29, 2016** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Be It Resolved: Pursuant to N.J.A.C. 6A:23A-16.10 (c)3 the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **February 29, 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.

Recommend acceptance of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **February 29, 2016** per **Document**. (The Treasurer of School Moneys Report for the month of **February 2016** is on file in the Business Office and is in balance with the Secretary's Report).

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we the members of the Board of Education of the Borough of Manasquan, County of Monmouth, after having reviewed the Report of the Secretary and upon consultation with the appropriate officials, certify that as of **February 29, 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 February and March** as recommended by the Superintendent of Schools, as per **Document**.

Recommend acceptance of the **Elementary School Central Funds Report** for the month ending **February 29, 2016** as per **Document**.

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

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

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

Confirmation of Bills (Current Expense) for **February 2016** at \$ and checks (#through #).

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

- P 0167 Public Participation in Board Meetings (Revised) – **Select option**
- P 0168 Recording Board Meetings (Revised) – **Select option**
- P 2422 Health and Physical Education (Revised)
- P 2431 Athletic Competition (M) (Revised) **Select option in Policy**
- R 2431.2 Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M) (Revised)
- P & R 5111 Eligibility of Resident/Nonresident Students (M) (Revised) **Select option in Policy**

- P & R 5310 Health Services (M) (Revised)
- P 5460 High School Graduation (M) (Revised) **Option selected by Administration**
- P & R 8462 Reporting Potentially Missing or Abused Children (M) (Revised) **Fill in blank on Policy**
- P 8550 Outstanding Food Service Charges (Revised) **Select option**
- R 5530 Substance Abuse (M) (Revised) – **Option selected by Administration**
- R 5600 Student Discipline/Code of Conduct (M) (Revised) – **Option selected by Administration**
- R 5200 Attendance (M) (Revised) – **Option selected by Administration**
- R 8630 Emergency School Bus Procedures (M) (Revised) – **Option selected by Administration**
- R 5511 Dress Code (Revised)
- P&R 3218 Substance Abuse (M) Revised
- P&R 4218 Substance Abuse (M) Revised

Committee of the Whole Discussion Items (continued)

Manasquan General Items
NO ACTION

16. Recommend approval of the acceptance of the first reading of the following policy, as per **Document** :

- P & R 5330.01 Administration of Medical Marijuana (M) (New)

17. Recommend approval of the acceptance to abolish the following policy, as per **Document** :

- P 2425 Physical Education (Abolished)

Mr. Pellegrino continued with Item #18 that will be an action item this evening and asked for a motion to approve the adoption of the tentative 2016-2017 Budget and submission to the executive county superintendent of schools.

Motion was made by Mrs. Bossone, seconded by Mr. Sorino, to approve the adoption of the 2016-2017 tentative budget and submission to the county office of education for review and approval.

Discussion: None

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

Adoption of Tentative 2016-2017 Budget

18. Recommend approval to submit the tentative 2016-2017 school district budget to the County Office of Education for review and approval as follows:

BE IT RESOLVED that the tentative budget be approved for the 2016-2017 school year using the 2016-2017 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2016-2017 Total Expenditures	\$24,648,708	\$378,457	\$666,351	\$25,693,516
Less: Anticipated Revenues	\$10,495,090	\$378,457	- 0 -	\$10,873,547
Taxes to be Raised	\$14,153,618	-0-	\$666,351	\$14,819,969

Adoption of Tentative 2016-2017 Budget

ACTION ITEM

And to advertise said tentative budget in THE COAST STAR in accordance with the form required by the State Department of Education and according to law;

BE IT FURTHER RESOLVED, that a public hearing be held in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, April 26, 2016 at 6:00 p.m. for the purpose of conducting a public hearing on the budget for the 2016-2017 school year.

Adoption of
Tentative
2016-2017
Budget
(continued)

ACTION ITEM

Capital Reserve Account Withdrawal

RESOLVED that the Manasquan Board of Education requests the approval of a capital reserve withdrawal in the amount of \$284,542. The district intends to utilize these funds for a portion of the security vestibule and athletic field/track renovation at the Manasquan High School.

Capital Reserve Account Deposit

RESOLVED that the Manasquan Board of Education requests the approval of a capital reserve deposit in the amount of \$50.00. This represents anticipated interest for the 2016-2017 school year.

Adjustment Health Benefits

RESOLVED that the Manasquan Board of Education includes in the proposed budget the adjustment for increases in the costs of health benefits in the amount of \$85,845.00. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

Travel and Related Expense Reimbursement 2016-2017

WHEREAS, the Manasquan Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in N.J.A.C. 6A:23A-1.2, which includes attendance at regularly scheduled in-state county meetings, Department or Association sponsored events or in-state professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Manasquan Board of Education established \$50,000 as the maximum travel amount for the current school year and has expended \$27,376.20 as of this date; now

THEREFORE, BE IT RESOLVED that the Manasquan Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.2, to a

maximum expenditure of \$43,029 for all staff and board members for the 2016-2017 school year.

BE IT FURTHER RESOLVED that the Manasquan Board of Education approved the following 2016-2017 Tuition Rates:

Manasquan High School 9 - 12	\$13,698	
Pre-School A.M.	\$ 1,279	(2.25 hours 39%)
Pre-School P.M.	\$ 2,001	(3.50 hours 61%)
Kindergarten	\$14,547	
Grades 1 – 5	\$13,967	
Grades 6 – 8	\$13,675	
L/LD	\$21,445	
PSH – PT	\$ 6,172	
PSH – FT	\$12,343	
MD	\$59,904	

Mr. Pellegrino continued with the Committee of the Whole discussion items and asked if there were any questions on Manasquan General Items #19 through #24. There were no questions from the board.

- 19. Recommend** approval to accept the Power Save grant award stipend of \$1,000 (Two (2) \$500 VISA Gift cards) and distribute to the following Power Save Advisor(s) as required program benchmarks are achieved:

Carrie Eastmond

Personnel

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

Professional Days

- 21. 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>
April 9, 2016	Deborah Kehoe	Montclair State University	IDEA Conference	No	Mileage-\$39.49 Registration-\$100.00
May 20, 2016	Deborah Kehoe	Farleigh Dickinson University	Strategies for Memory Success	Yes	Mileage-\$37.82
May 20, 2016	Samantha Vieira	Farleigh Dickinson University	Strategies for Memory Success	Yes	Mileage-\$37.82
April 28, 2016	Barbara Kerensky Colleen Graziano	Monroe, NJ	FEA Workshop	No	Mileage - \$19.84 each Registration-\$149.00 each
April 27, 2016	Catherine King Kelly Gale	Monroe, NJ	FEA Workshop	No	Mileage - \$9.30 each Registration-\$100.00 each
April 4, 2016	Oriana Kopec	Monroe, NJ	FEA Workshop	Yes	Mileage-\$20.26 Registration-\$75.00
March 17, 2016	Kathleen Stonaker	Millstone Twp	Dyslexia Conference	No	Mileage-\$8.00
March 16, 2016	Oriana Kopec	Voorhees, NJ	Tools for Student Learning	Yes	Mileage-\$40.23 Registration-\$239.00

Adoption of Tentative 2016-2017 Budget

ACTION ITEM

2016-2017 Tuition Rates

Committee of the Whole Discussion Items (continued) NO ACTION

Committee of the Whole
Discussion Items
(continued)
NO ACTION

May 2, 2016	Oriana Kopec	Monroe, NJ	FEA Workshop	Yes	Mileage-\$32.24 Registration-\$149.00
March 16, 2016	Oriana Kopec Heather Saake	The College of New Jersey	Student Council Advisors Conference	Yes-2	Mileage-\$32.24 each Registration-\$25.00 each
April 4, 2016	Amy Young	Princeton, NJ	National Counseling Exam	No	None
April 21, 2016	Nancy Sanders Amy Young	Monroe, NJ	Intervention & Referral Workshop	No	Mileage-\$19.84 each Registration-\$149.00 each
April 21, 2016	Christin Walsh Teresa Trumbour Kristine Yellovich	Monroe, NJ	Intervention & Referral Workshop	Yes-2	Mileage-\$19.84 each Registration-\$149.00 each
May 11, 2016	Amy Young	New Providence, NJ	HIB Workshop	No	Mileage-\$32.86 Registration-\$150.00
May 20, 2016	Brian McCann	Farleigh Dickinson University	Strategies for Memory Success	Yes	Mileage-\$38.31
May 30 – June 24, 2016	Christin Walsh	Online Course	Reading Intervention	No	Registration-\$349.00

Student Action
Field Trips

22. **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 13, 2016	Robert Markovitch Theresa Innarella Elizabeth Walling Kimberly Ward Justine Jones Andrew Manser Jenny Bender Andrea Trischitta Kirt Wahl Mark Levy	Grade 7	Jackson, NJ	Six Flags Physics Day	Yes-4	None	Student Funds

Placement of Students on Home Instruction

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

Placement of Students Out of District

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

Mr. Pellegrino continued with the Committee of the Whole discussion items and asked if there were any questions on Manasquan/Sending District General Items #25 through #32. There were no questions from the board.

Committee of the Whole Discussion Items (continued) NO ACTION

MANASQUAN/SENDING DISTRICTS

General Items

- 25. **Recommend** approval to accept the Power Save grant award stipend of \$1,000 (Two (2) \$500 VISA Gift cards) and distribute to the following Power Save Advisor(s) as required program benchmarks are achieved:
 - Amy Edwards
 - Eric Wasnesky

- 26. **Recommend** approval to accept the Spring 2015-2016 PARCC Testing schedule as per **Document**.

- 27. **Recommend** approval of the creation of Central Fund account for the following:
 - International Club (Merging funds from Spanish and French Clubs)

Personnel

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

Professional Days

- 29. **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 17, 2016	Susan Lord Van Note	Millstone	Dyslexia Presentation	No	Mileage-\$16.00
June 8,9,10, 2016 Revised	Lynn Coates	Atlantic City	NJASBO Conference	No	Registration - \$150.00 Parking -\$50.00
April 7, 2016	Sandra Freeman	Freehold	Transportation Meeting	No	Mileage - \$15.00
April 5, 2016	Lynn Coates	Tinton Falls	Monmouth County Improvement Authority	No	Mileage - \$8.37

Student Action

Field Trips

- 30. **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 Revised	Barbara Buckley Amy Edwards	Academy of Engineering	WICS - Philadelphia	Engineering Career Day	Yes-2	Bus - \$300.00	Student Funds
	Martin Januario AnnMarie Lamorticella						

April 30, 2016	Carissa Monte Rosa Russo	Gr. 8-12	New York City	MET Museum visit	No	None	Studen t Funds
May 12, 2016	John Driscoll Richard Read Robert Waldeyer Alicia Narucki Harry Harvey	Gr. 11-12	Jackson, NJ	Six Flags Business Day	Yes- 4	2 Buses - \$600.00 Total	None
April 5, 2016	Leigh Busco Nancy Sanders	SAC	Neptune, NJ	Youth Wellness Summit	No	1 Bus - \$100.00 Total	None
Date To Be Determined	Brian Rostron Donya Manovil	Gr. 9-12 Life Skills	Manasquan Local Businesses	Job Shadowing	No	None	None
April 7, 2016	Maria Eldridge Carol Anderson	Spanish and French	Red Bank, NJ	French Cuisine	None	None	Studen t Funds

Committee of
the Whole
Discussion
Items
(continued)
NO ACTION

Placement of Students on Home Instruction

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

- #192605 **Grade 9 February 16, 2016 –To Be Determined (Medical)**
- #182806 **Grade 10 January 4, 2016 – June 22, 2016 Updated (Medical)**
- #171963 **Grade 11 March 8, 2016 – April 13, 2016 (Medical)**
- #182555 **Grade 11 March 11, 2016 – To Be Determined (Medical)**
- #2461 **Grade 12 January 18, 2016 – March 31, 2016 (Medical)**

Financials

32. Recommend acceptance of the following **High School Central Funds Report** for the month ending **February 29, 2016 as per Document.**

Mr. Pellegrino asked if there were any topics for discussion under Old or New Business.

33. Old Business/New Business

Under New Business – Mrs. Garrett-Muly spoke on the suggestion of utilizing split units at the elementary school and asked if this should be discussed with Cenergistics. Dr. Kasyan agreed that this would be a good idea. Mr. Pellegrino explained that discussion took place during budget meetings on alternatives to address the HVAC controls at the elementary school utilizing split units in the classrooms either through a district purchase or donations of individual units since this was one of the areas to be addressed in the referendum. He said that this was a very preliminary phase of discussion.

Mr. Pellegrino opened the second public forum seeing no additional Old/New Business.

34. Public Forum

Marilyn Jacobson, Manasquan – Mrs. Jacobson asked how many children of staff members were enrolled in the district. Mrs. Coates said there are around four or five students at this time. Mr. Pellegrino said the program is extended to staff members to fill empty seats and acceptance is done on a case by case basis. Mrs. Jacobson referred to a letter she wrote to the editor of the Coast Star and said she would be available to discuss this further personally with anyone on the board.

Old Business
New Business

Public Forum

Dr. Kasyan asked Mr. Place to speak on the panel he sat on today as a representative from Manasquan. Mr. Place said that he and a couple staff members represented Manasquan at the Microsoft office and participated in a panel discussion on digital learning. Dr. Kasyan thanked Mr. Place for his humility and referred to complimentary comments made by the vice president of marketing while at Techspo recognizing Mr. Place for doing such a great job with the 1:1 initiative. Mr. Place participated in a think-tank program today along with Lisa Kukoda and Jamie Egan.

Public Forum

Mr. Pellegrino asked for a motion to enter Executive Session and read the following statement. He said it was the intention of the board to reconvene and take further action to nominate and appoint a new board member to fill the current vacancy.

Motion was made by Mr. Burns, seconded by Mrs. Bossone, and approved by voice vote of all those present in favor to enter into Executive Session at 7:38 p.m. MOTION CARRIED

35. Executive Session

Executive Session

WHEREAS, the Sen. Byron M. Baer Open Public Meetings Act, N.J.S.A. 10:4-6, *et seq.*, (the “Act”) provides that the Manasquan Board of Education may hold an “Executive Session” from which the public is excluded to discuss matters that are confidential or are one of the nine (9) subject matters listed in Section 12(b) of the Act; and

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

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

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

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

- 1. Confidential Matters per Statute or Court Order (Board Member Vacancy Deliberation)
- 2. Impact Rights to Receive Federal Funds
- 3. Unwarranted Invasion of Individual Privacy
- 4. Collective Bargaining (Administrative Bargaining Unit Update)
- 5. Acquisition of Real Property or Investment of Fund
- 6. Public Safety Procedures
- 7. Litigation or Contract Matters or Att./Client Privilege (Update on Litigation and Discussion of Contract)
- 8. Personnel Matters (Hiring, Leave of Absence, **Resignations, Staffing 16/17SY**)
- 9. Imposition of Penalties Upon an Individual

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

Mr. Pellegrino asked for a motion to reconvene the Committee of the Whole meeting.

Motion was made by Mr. Burns, seconded by Mr. Cattani, and approved by voice vote of all those present in favor to reconvene the Committee of the Whole meeting at 8:45 p.m.

MOTION CARRIED

36. Open floor for nominations for board member vacancy for unexpired term and vote on same.

Mr. Pellegrino opened the floor for nominations for the vacant board seat.

Motion was made by Mrs. Bossone to nominate Mr. Colin Warren. There were no additional nominations or discussion.

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

Mr. Pellegrino welcomed Mr. Warren to the board and asked Mrs. Coates to administer the Oath of Office to Mr. Warren.

37. Oath of Office

Mrs. Coates administered the Oath of Office to Mr. Warren. Mrs. Coates congratulated Mr. Warren and he was welcomed by all.

Mr. Pellegrino asked for a motion to adjourn the Committee of the Whole meeting.

38. Adjournment

Motion to Adjourn

Motion was made by Mr. Loffredo, seconded by Mrs. Garrett-Muly, and approved by voice vote of all those present in favor to adjourn the meeting at 8:50 p.m.

Respectfully submitted,

Lynn Coates

*Lynn Coates
Board Secretary*

Meeting
Reconvened

Nominations
for board
member
vacancy
ACTION ITEM

Oath of Office
Colin Warren

Adjournment