

**BOARD OF EDUCATION**  
Borough of Manasquan

*The Regular Public Meeting of the Manasquan Board of Education was held in the Manasquan High School Charles Raffetto Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, March 20, 2018.*

*The President, Mr. Pellegrino, called the meeting to order at 6:02 p.m. and read the Opening Statement.*

Call to Order

**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.

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

Pledge of Allegiance

**2. Pledge of Allegiance**

**3. Roll Call**

Roll Call

<i>Bruce Bolderman - absent</i>	<i>Mark Furey (Belmar) - absent</i>	<i>Thomas Pellegrino</i>
<i>Donna Bossone</i>	<i>Terence Hoverter</i>	<i>Alfred Sorino</i>
<i>Eugene Cattani</i>	<i>Joseph Loffredo</i>	<i>Tedd Vitale (Brielle)</i>
<i>Linda DiPalma</i>	<i>Anne McGarry (SLH)</i>	<i>Colin Warren</i>

*\*Brielle Board of Education Board Representatives Dr. LaValva and Mr. Milancewich were not in attendance.*

*Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Michael Gross, Board Attorney; Lesley Kenney, Director of School Counseling Services; Barbara Kerensky, Director of Curriculum and Instruction; Jesse Place, Director of Technology and Human Resources, Sandi Freeman, Recording Secretary*

*Absent: Christopher Black; Julianna DeGenova; Madison Rydholm and Olivia Easton, Student Board Representatives*

*Quorum Reached*

*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**

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.

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

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

*Discussion: None*

*Roll Call Vote: Ayes (8); Nays (0); Abstain (2) Mr. Cattani, Mr. Hoverter, Absent: (2) Mr. Bolderman, Mr. Furey*

**MOTION CARRIED**

MINUTES

**6. Acceptance of Minutes**

**Recommend** acceptance and approval of the minutes of the Combined Committee of the Whole and Regular Public Meeting and the Closed Executive Session of February 27, 2018. Executive Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed executive session no longer exists.

*Mr. Pellegrino continued with the meeting seeing no Student Board Representatives were present this evening.*

**7. Student Board Representative Report**

*Mr. Pellegrino reported that due to the impending inclement weather the presentations have been rescheduled to the April 17, 2018 Committee of the Whole Meeting.*

*Student Board  
Representative  
Report  
NO REPORT*

**8. Presentations**

**Due to the impending weather the following presentations have been rescheduled to the April 17, 2018 Committee of the Whole Meeting:**

**High School Students of the Month for February – Olivia Easton, Senior – Catherine Ware, Junior – Julia Maloney, Sophomore – Katherine Hallman, Freshman**

**High School Teacher of the Month for February – Timothy Clayton**

**Elementary School Student of the Month for February – Matthew Dettlinger**

**Elementary School Teacher of the Month for February – Thomas Russoniello**

**Elks Elementary School Student of the Month for February – Kaitlin Dellegrippo**

**Elks Teenager of the Month for February – Sara Devereux**

**Model UN Conference**

- **Best Position Paper** – Gillian Roberts, Lyndsey Starkey, Norah Dolan
- **Best Delegation in Sustainable Development** – Alexander Kave, Emily Marie Kave

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

*Mr. Pellegrino turned the floor over to Dr. Kasyan for his report.*

*Dr. Kasyan congratulated the students who participated in the Squan-A-Thon and said this is a great example of the wonderful staff and student body and he cannot compliment them enough for their efforts in putting this event together.*

*Presentations  
Rescheduled  
due to  
inclement  
weather*

*Supt's. Report*

*Squan-A-Thon*

*Dr. Kasyan congratulated the girls' basketball team on winning the state championship. He said this is a great example of chemistry as he watched them play throughout the season. He said he cannot compliment the girls and their coach, Ms. Kukoda, enough for what they have achieved this year. He reported that Dara Mabrey was chosen as the Player of the Year for Girls Basketball.*

Supt's Report  
H.S. Girls  
Basketball  
Team  
Championship

## **9. Superintendent's Report & Information Items**

*Dr. Kasyan continued with the enrollment reports, as specified in Document A.*

- **Enrollment– Document A**
  - **Total Enrollment – 1,526**
    - **High School – 936**
    - **Elementary School – 590**

Enrollment  
Document A

*Dr. Kasyan reported on the fire drills and lockdown drills that took place during the month of February, as specified in Document B.*

- **Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– Document B**
  - Fire Drill Reports**
    - **High School:**
      - **February 9<sup>th</sup> - Lockdown**
      - **February 27<sup>th</sup> – Fire Drill**
    - **Elementary School:**
      - **February 22<sup>nd</sup> – Lockdown Drill**
      - **February 28<sup>th</sup> – Fire Drill**

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

*Dr. Kasyan reported that there were no HIB Reports for both the high school and elementary school, as specified in Document C.*

- **HIB Monthly Report – Document C**
  - **High School:**
    - **No Reports for the Month**
  - **Elementary School:**
    - **No Reports for the Month**

HIB Reports  
Document C

*Dr. Kasyan referred to the information provided to the board on the following district goals that have been accomplished and met at this time. Presentations have been provided this year for all of the listed goals. Documentation is available on the portal.*

- **District Goals**
  - **Utilization of Naviance**
  - **Personalized Learning**
  - **Development of the Later Start Time Committee**

District Goals

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

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

Director of  
Curriculum &  
Instruction  
Mrs. Kerensky

*Mrs. Kerensky provided information on a visit that she, Mrs. Graziano and Mr. Roach took to the Freehold Township School District to see how they were addressing personalized learning and their STEM program. The visit provided many good ideas. She said that many of the concepts of personalized learning are already being addressed in the district. They got great ideas for resources relating to STEM and spoke with their integration coaches. She said that the district's integration coach, Lisa Kukoda, will be visiting the Freehold to meet with their integration coaches.*

*Mrs. Kerensky reported that there will be an information night held next Tuesday, March 27<sup>th</sup>, at 6:30 p.m. in the media center on the Brookdale Early College program. The honors exam for incoming freshmen for English, Social Studies and Biology will take place next Tuesday. Sending districts have*

been notified on this date. She reported that the elementary school STEM Camp enrollment is up to 40 plus students and the cognitive testing at the elementary school for the accelerated program is taking place at this time.

Dr. Kasyan asked if there were any questions for Mrs. Kerensky. Mr. Loffredo asked if the STEM program at Freehold was it for the entire school or just the STEM program. Mrs. Kerensky said it varied according to the grade level. She explained how the program was implemented in one of the elementary schools by the students going down to the integration coach or the coach at times works in the classrooms on projects. In the other elementary school the integration coach and media specialist would collaborate to come up with activities and the teachers would bring the students down to the media center. Mrs. Kerensky provided an explanation of personalized learning in response to a question asked by Mr. Vitale. She said that personalized learning is driven by the student's learning needs and their ability to master material and different types of activities are developed to teach to the student's strength at their individual level. She said it is geared towards all students.

Dr. Kasyan thanked Mrs. Kerensky for her report. He turned the floor over to the Director of Technology and Human Resources, Mr. Jesse Place.

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

Mr. Place provided an update on the plan for next school year to replace devices in the 1:1 program for students in grades 8 through 12. The grant received a couple years ago provided devices for students in the 6<sup>th</sup> and 7<sup>th</sup> grade so these are relatively new. The devices being planned for replacement are in their third year of service and coming off of warranty. He has recruited a few students from the high school and teachers from the middle school to form a focus group to review the devices that are available and see what would work best for the district. He hopes to make a recommendation to the board later on in the spring. Mr. Pellegrino asked how long these new devices are expected to be in service. Mr. Place said the rule of thumb is usually three years because the warranties provided by the manufacture is typically for that amount of time. Keeping a device beyond the warranty period results in a more substantial cost for repair. Some of the devices are leased and will be returned and the remainder that are still serviceable can be used in the lower grade levels. Mr. Sorino suggested leasing all of the devices instead of purchasing them. Mr. Place said his recommendation would be to enter into a three year lease.

Dr. Kasyan thanked Mr. Place for his report. He turned the floor over to the Director of School Counseling Services, Mrs. Lesley Kenney.

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

Mrs. Kenney reported that Naviance will be introducing a new platform called Naviance Student that will be more mobile friendly for students. She reported that 83.6% of the senior class has applied to one or more colleges and of that 78.9% have applied to out of state schools and 21.1% have applied to in-state schools. There are students that have received acceptances to colleges but at this time they have not informed her if they have committed to any schools.

Mrs. Kenney reported that Freshman for a Day Program has been hugely successful. Initially it was thought to be a pilot program and because of the great response it will be continued next year. The next program will be held on Wednesday, March 28th. The goal is to make the program even bigger next year and start it in the beginning of the school year.

Mrs. Kenney said that three parent information nights have been held relating to the master scheduling. All of the students have met with the counselors prior to the information sessions and since that time the counselors are meeting with students to review their requests. She reported that the requests will be entered into Genesis and the core sections will be created and then we will move

Director of  
Curriculum &  
Instruction  
Mrs. Kerensky  
(continued)

Director of  
Technology &  
Human  
Resources  
Mr. Place

Director of  
School  
Counseling  
Services  
Mrs. Kenney

*forward with the master schedule. She said that faculty members will be visiting Nutley High School on April 11<sup>th</sup> to meet with teachers and students to review the drop and rotate schedule.*

*Mrs. McGarry said that her daughter attended the Freshman for the Day program and thanked Mrs. Kenney for providing a positive experience for her daughter. Mrs. Kenney said that she received positive feedback from those students attending the program.*

*Mr. Warren complimented the Naviance program and it being a great resource for the seniors. He asked if there are statistics to see how many underclassmen are logging into the program. Mrs. Kenney said that the middle school counselor actually starts the students with logging on with the use resume builder and this provides exposure prior to entering the high school. She believes that more of a push should be made to get the freshmen on earlier and has seen the most use right now by students pursuing the college application process. An ongoing tracking through Naviance is conducted to monitor student usage.*

*Dr. Kasyan thanked Mrs. Kenney for her report and ended the Superintendent's Report.*

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

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

*Discussion: None*

*Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Bolderman, Mr. Furey*

*MOTION CARRIE*

**Recommend approval and acceptance of the Superintendent's Report.**

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

**10. 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.

*Stephen Speicher, Brielle resident and Manasquan High School student – Stephen referred to a letter he wrote to Dr. Kasyan and the board relating to the schedule change. He said that the schedule change would make it more difficult for him to take many of the classes he planned on taking in order to work towards his future career in aviation. He said the new schedule would also affect his younger brothers' opportunity at the high school. He expressed concern with having one lunch period and being able to feed all of the students effectively during that time.*

*Mr. Pellegrino thanked Stephen for his comments. Dr. Kasyan asked Mrs. Kenney to address Stephen's comments. Mrs. Kenney said she had the opportunity to meet with Stephen and work on his schedule. She also spoke with him regarding his brothers' schedule opportunities and provided him with details on how they will be able to address their specific classes. Dr. Kasyan explained the reasons for the schedule change and said that this schedule will provide continuity and mastery. He*

Director of  
School  
Counseling  
Services  
Mrs. Kenney  
(continued)

Acceptance of  
the Supt's.  
Report

Public Forum  
on Agenda  
Items

said that affording the student the opportunity to be with a teacher for the entire year is a benefit and not only affords the student the understanding of the material but the mastery of the material. Dr. Kasyan said that during the lunch period the students will be given the opportunity to meet with teachers for extra help, meet with clubs, meet with their teams and eat their lunch and yet do something else for at least 40 minutes. He will also survey the student body to see if there are any classes that the students would like to see run during this period. Dr. Kasyan addressed Stephen's concern with being able to feed the students during the 52 minute period and provided details on how the lunch program will be restructured to include three locations for hot lunches, a food truck located on campus, grab and go stations, and tables set up in the gym along with using the home economics room. He said that arrangements will be made for the seniors to leave the campus for lunch but there will be a criteria attached to this privilege. Dr. Kasyan said that this schedule will provide great rewards and afford us the opportunity for the students to master subject matter.

Mr. Pellegrino complimented Stephen on his letter and said that it did not just voice complaints but offered solutions.

Dr. Kasyan addressed Mrs. Bossone's question on passing time and said the students will have three minutes to get to classes and he believes this will be sufficient and if this doesn't work he will make an adjustment if necessary.

Lee O'Leary, Manasquan – Ms. O'Leary said that she researched the Nutley district and they had a gradual implementation of this schedule. She is concerned with the drastic change to the schedule and any errors that may come up that will affect the students. Dr. Kasyan said Nutley went from a smaller class period and increased it and Manasquan already made that change. He said we are going from a 77 minute period to a 58 minute period and this makes for an easier transition. Nutley went from a traditional 42 minutes period to a longer period and the gradual transition was needed to prepare the staff for the increase in class time. Ms. O'Leary asked if staff development will be provided to assist with this adjustment. Dr. Kasyan said there have been discussions with the staff and curriculum is being re-written and will be worked on during the summer. Dr. Kasyan addressed her question on who was on the committee and said that parents were not involved just staff members lead by two administrators. Dr. Kasyan addressed her question on the need to hire more staff and said that no additional staff will be required as of now to implement this schedule.

Mr. Pellegrino closed the Public Forum on Agenda item seeing no further public participation.

### MANASQUAN General Items

Mr. Pellegrino continued with the Manasquan General Items and asked if anyone needed any items voted on separately. Seeing none, he asked for a motion to approve Items #11 through #19.

Manasquan  
General Items  
#11 - #19

Motion was made by Mr. Hoverter, seconded by Mr. Sorino, to approve Manasquan General Items #11 through #19.

Discussion: None

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

11. **Recommend** approval of the acceptance of additional funding, in the amount of \$100.00, from the Manasquan Elementary School Education Foundation, for Catherine Taft's Lenape grant.
12. **Recommend** approval of the purchase of an Elementary School Playground GameTime Unit NJ State Contract #16-Fleet-00121 in the amount \$59,872.46, as part of the referendum project.

MES Education  
Foundation  
Additional  
Grant Funding

MES  
Playground  
Equipment

13. **Recommend** approval of the MOESC Cooperative Transportation Commencement Agreement for the 2018-2019 school year, as per **Document 1**.

**Personnel**

14. **Recommend** approval of the Elementary School personnel as per **Document 2**.

**Professional Days**

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

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
March 2, 2018	Nicole DeStefano	Lakewood	POAC Autism Conference	No	None
February 9, 2018	Kathleen Stonaker	Eatontown	IEP Meetings	Yes	Mileage-\$7.94
March 14, 2018	Oriana Kopec	Toms River	Model Classroom Workshop	Yes	None
March 7, 2018	Amelia Gliddon	Avon	Sending District Collaboration	Yes	None
March 9, 2018	Christin Walsh	Avon	Observation – Kindergarten Screening	No	None
March 15, 2018	Amy Young	Manchester	Challenge Day Observation	Yes	None
March 7, 2018	Taylor Ames	Avon	Sending District Collaboration	Yes	None
March 7, 2018	Teresa Reichy	Avon	Sending District Collaboration	Yes	None
March 7, 2018	Brianna Snel	Avon	Sending District Collaboration	Yes	None
March 14, 2018	Lauren Maslihan	Spring Lake Heights	Sending District Collaboration	Yes	None
March 14, 2018	Michele Sayre	Spring Lake Heights	Sending District Collaboration	Yes	None
March 14, 2018	Lauren Buss	Spring Lake Heights	Sending District Collaboration	Yes	None
March 14, 2018	Cheryl Femenella	Spring Lake Heights	Sending District Collaboration	No	None
March 14, 2018	Donna Mead	Spring Lake Heights	Sending District Collaboration	Yes	None
March 14, 2018	Jessica Woytowicz	Spring Lake Heights	Sending District Collaboration	Yes	None
March 14, 2018	Christin Walsh	Spring Lake Heights	Sending District Collaboration	No	None
March 7, 2018	Christin Walsh	Avon	Sending District Collaboration	No	None
March 7, 2018		Avon	Sending District Collaboration	No	None

	Kindle Kuriscak				
March 14, 2018	Kindle Kuriscak	Spring Lake Heights	Sending District Collaboration	No	None
March 21, 2018	Kindle Kuriscak	Spring Lake Heights	Sending District Collaboration	No	None
March 21, 2018	Christine Melfi	Spring Lake Heights	Sending District Collaboration	Yes	None
March 21, 2018	Carmen Rodriguez	Spring Lake Heights	Sending District Collaboration	Yes	None
March 21, 2018	Cynthia Kirk	Spring Lake Heights	Sending District Collaboration	Yes	None
March 21, 2018	Catherine Kappy	Spring Lake Heights	Sending District Collaboration	Yes	None
March 21, 2018	Kali Mura	Spring Lake Heights	Sending District Collaboration	No	None
March 21, 2018	Sandra Jo Hill	Spring Lake Heights	Sending District Collaboration	Yes	None
March 21, 2018	Christin Walsh	Spring Lake Heights	Sending District Collaboration	No	None
March 23, 2018	Kelly Balon	Somerset	NJABA Conference	No	Mileage-\$27.00

*E.S. Professional Days (continued)*

**Student Action**

**Field Trips**

16. **Recommend** approval of the field trips listed below: **None at this time**

*E.S. Field Trips No Report*

**Placement of Students on Home Instruction**

17. **Recommend** that the following student(s) be placed on home instruction, as requested by Guidance or the Child Study Team and approved by the school physician:

**#223273      Grade 8      January 16, 2018 - April 30, 2018 (Medical)**

*E.S. Home Instruction*

**Placement of Students Out of District**

18. **Recommend** approval of the revised External Placement list that reflects both transportation and tuition costs for the 2017-2018 school year, as per **Document 3**.

*Out of District Placements Document 3*

**Financials**

19. **Recommend acceptance** of the following **Elementary School Central Funds Report** for the month ending **February 28, 2018** as per **Document 4**.

*Financial E.S. Central Funds Document 4*



**MANASQUAN/SENDING DISTRICTS**

**General Items**

*Mr. Pellegrino continued with the Manasquan/Sending District General Items and asked if anyone needed any items voted on separately. Mrs. DiPalma requested a separate vote on Item #21.*

*Mr. Pellegrino said he would start with Item #20 and asked for a motion to approve Manasquan/Sending District General Item #20.*

*Motion was made by Mr. Sorino, seconded by Mr. Vitale, to approve Manasquan/Sending District Item #20.*

*Discussion: None*

*Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Bolderman, Mr. Furey*

**MOTION CARRIED**

Manasquan/  
Sending  
District General  
Item #20

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

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

Financial  
Reports

**Be it Resolved;** that the amount of district taxes, excluding debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,449,781.00** and that Manasquan Borough Council is hereby requested to place in the hands of the Treasurer of School Moneys that amount within the 30 days in accordance with the statutes relating thereto.

District Taxes

The Business Administrator/Board Secretary certifies that as of **FEBRUARY 28, 2018** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Secretary's  
Certification

**Be It Resolved:** Pursuant to N.J.A.C. 6A:23A-16.10 (c)3 the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **FEBRUARY 28, 2018** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

Acceptance of  
Secretary's  
Certification

**Recommend acceptance of the Secretary's Financial & Investment Report and the Treasurer's Report, for the month ending FEBRUARY 28, 2018 per Document D.** (The Treasurer of School Moneys Report for the month of **FEBRUARY 2018** is on file in the Business Office and is in balance with the Secretary's Report).

Secretary's  
Financial &  
Investment  
Report  
Document D

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we the members of the Board of Education of the Borough of Manasquan, County of Monmouth, after having reviewed the Report of the Secretary and upon consultation with the appropriate officials, certify that as of **FEBRUARY 28, 2018**, it is to the best of our knowledge that no major account fund has been expanded and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and that the Board of Education further approves the transfers made with line item accounts of the current expense portion of the **2017-2018 budgets for FEBRUARY and MARCH** as recommended by the Superintendent of Schools, as per **Document D**.

Budget  
Certification  
Document D

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

Purchase  
Orders  
Document E

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

Cafeteria  
Report  
Document F

**(C) Be it Resolved:** that the **Bills (Current Expense)** in the amount of **\$1,299,857.23** for the month of **MARCH, 2018** be approved. Record of checks (#41954 through #42009), and distributions are on file in the Business Office.

Bills  
(Current  
Expense)

**Be it Resolved:** that the **Bills (Capital Expense)** in the amount of **\$239,589.70** for the month of **MARCH, 2018** be approved. Record of checks (#1152 through #1157), and distributions are on file in the Business Office.

Bills  
(Capital  
Expense)

Confirmation of **Bills (Current Expense)** for **FEBRUARY, 2018** at **\$2,308,573.04** and checks (#41805 through #41953) and **(Capital Expense)** for **FEBRUARY, 2018** at **\$66,685.30** and checks (#1140 through #1151).

Confirmation  
of Bills  
(Current &  
Capital  
Expense)

**Recommend acceptance** of the following **High School Central Funds Report** for the month ending **FEBRUARY 28, 2018** as per **Document G**.

H.S. Central  
Funds  
Document G

*Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Item #21.*

*Motion was made by Mrs. DiPalma, seconded by Mrs. McGarry, to approve Manasquan/Sending District Item #21.*

Manasquan/  
Sending  
District General  
Item #21

*Discussion: Mr. Pellegrino said that the Public Hearing on the budget will be held on April 24<sup>th</sup> at 6:00 p.m. Mrs. DiPalma asked if this motion is just to approve for the county approve the budget and if a line item can be added in order to complete the doors and locks for safety and security. Dr. Kasyan said that this is a draft.*

*Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Bolderman, Mr. Furey*

**MOTION CARRIED**

**Adoption of Tentative 2018-2019 Budget**

**21. Recommend approval** to submit the tentative 2018-2019 school district budget to the County Office of Education for review and approval as follows:

Adoption of  
Tentative  
2018-2019  
Budget

**BE IT RESOLVED** that the tentative budget be approved for the 2018-2019 school year using the 2018-2019 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>
<b>2018-2019 Total Expenditures</b>	\$27,470,610	\$376,248	\$884,967	\$28,731,825
<b>Less: Anticipated Revenues</b>	\$12,128,052	\$376,248	\$ 46,152	\$12,550,452
<b>Taxes to be Raised</b>	\$15,342,558	\$ -0-	\$838,815	\$16,181,373

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 24, 2018 at 6:00 p.m. for the purpose of conducting a public hearing on the budget for the 2018-2019 school year.

**Capital Reserve Account Withdrawal**

**RESOLVED** that the Manasquan Board of Education requests the approval of a capital reserve withdrawal in the amount of \$350,000. The district intends to utilize these funds for a turf field project.

**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 2018-2019 school year

**Adjustment  
Banked Cap**

**RESOLVED** that the Manasquan Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.3(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$10,601 for the purposes of continuity of education. The district intends to complete said purposes by June 2019.

**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 \$339,293. 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 2018-2019**

**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 \$47,267 as the maximum travel amount for the current school year and has expended \$20,496 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 \$47,267 for all staff and board members for the 2018-2019 school year.

**BE IT FURTHER RESOLVED** that the Manasquan Board of Education approved the following **2018-2019** Tuition Rates:

Manasquan High School 9 - 12	\$14,999	
Pre-School A.M.	\$ 1,100	(2.25 hours 39%)
Pre-School P.M.	\$ 1,700	(3.50 hours 61%)
Kindergarten	\$20,257	
Grades 1 – 5	\$17,758	
Grades 6 – 8	\$17,464	
L/LD	\$17,202	
PSH – PT	\$ 4,490	
PSH – FT	\$ 8,979	
MD	\$52,950	
Parent Paid K-8	\$ 7,000	
Parent Paid 9 – 12	\$ 7,000	

*Adoption of Tentative 2018-2019 Budget (continued)*

*2018-2019 Tuition Rates*

*Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Items #22 through #34.*

*Motion was made by Mr. Warren, seconded by Mrs. DiPalma, to approve Manasquan/Sending District Items #22 through #34.*

*Discussion: None*

*Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Bolderman, Mr. Furey*

*MOTION CARRIED*

*Manasquan/Sending District General Items #22 - #34*

**22. Recommend** approval to withdraw \$50,000 from the Emergency Reserve Account for unanticipated general fund expenses in the 2017-2018 school year, pursuant to 6A:23A-14.4(a)iv. Once complete the 2017-2018 budget will be increased by this amount.

*Emergency Reserve Acct. Withdrawal*

**23. Recommend** approval to solicit Request for Proposals for 2018-2019 Health Insurance Brokerage Services (RFP has been reviewed and approved by the board attorney)

*RFP – Health Insurance Brokerage Services*

**24. Recommend** approval of the Service Contract with CPC Behavioral Healthcare for Fit to Return Evaluations on an as needed basis, as per **Document H.**

*CPC Behavioral Healthcare Document H*

**25. Recommend** approval to accept the monetary award in the amount of \$500.00 to be deposited in the Manasquan High School General Fund, received by James Fagen by the 9/11 Tribute Museum.

*\$500 Award 9/11 Tribute Museum*

**26. Recommend** approval of the creation of the following club:  
o Donate Life Club

*Donate Life Club*

**27. Recommend** approval of the creation of a central fund account for the International Club in accordance with the Addendum C position, and elimination and transfer of fund balances of the following central fund accounts to the International Club central fund:

*Central Fund Accounts – International Club*

- French – Account #95-451-HS 270
- Spanish – Account #95-451-HS 400

**28. Recommend** approval of the following Pay Applications:

- Pay Application #5 from Kappa Construction Corp., in the amount of \$439,397.96, for Renovations and Addition to the Manasquan High School.

*Kappa Const. Corp. – Pay App #5*

- Pay Application #5 from SLS Construction, in the amount of \$17,499.00, for Manasquan High School 2017 Stair Tower Interior Door Replacement.

*SLS Construction – Pay App #5*

29. **Recommend** approval of the Request for Obsolete Equipment Disposal for High School Band Uniforms, as per attached **Document I**.

*Obsolete Equip. Disposal Document I*

30. **Recommend** approval of the contract addendum #1 between the Manasquan Board of Education and Suburban Consulting Engineers in the amount of \$32,785, and withdraw the \$32,785 from Capital Reserve for the same purpose.

*Suburban Consulting Engineers Contract*

**Personnel**

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

*H.S. Personnel Document J*

**Professional Days**

32. **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>
May 8, 2018	Jesse Place	Mt. Laurel	Corrective Action Plans and Progressive Supervision	No	Mileage-\$37.01 Registration-\$150.00
March 9, 2018	Justin Roach	Freehold	Personalized Learning Visit	No	None
April 12, 2018	James Egan Jesse Place Frank Scott	New York, NY	Security in a Day Workshop	None	Mileage: \$39.06 each Tolls: \$25.00 each Parking: \$30.00 each
April 19, 2018	Nicholas Bock James Egan	New York, NY	Planning and Deploying Windows 10 in the Enterprise	None	Mileage: \$39.06 each Tolls: \$25.00 each Parking: \$30.00 each

**Student Action**

**Field Trips**

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

*H.S. Field Trips*

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
April 25, 2018	John Driscoll Linda Hoeler Robert Waldeyer Nurse (TBD)	Academy of Finance – Grades 11/12	New York City	Visit Goldman Sachs and Museum of Finance	Yes-3	2 Buses - \$1,500	Academy of Finance Funds-\$1,500
June 1, 2018	Meredith Heeter Marisa Marco Carol Anderson Jamie Onorato Pamela Puryear Lisa Crowning Meghan Hillman Christopher Craig Nurse (TBD)	Grade 12	Atlantic Club	Senior Class Trip	Yes-8	4 Buses - \$900	None
May 23, 2018	John Driscoll Linda Hoeler Robert Waldeyer Nurse (TBD)	Academy of Finance	Six Flags in Jackson	Business and Marketing Education Day	Yes-3	2 Buses - \$600	None

April 26, 2018	James Fagen Jason Bryant Nurse (TBD)	History	Brookdale Community College	Visit Holocaust Studies Center	Yes-2	Bus - \$350	Student Funds
May 30, 2018	James Fagen Amy Edwards Jason Bryant Nurse (TBD)	History	Wall	Visit InfoAge Science and History Museum	Yes-3	Bus- \$350	Student Funds
April 13, 2018	Kevin Hyland Nurse (TBD)	Emergency Care	Rutgers	Cadaver Lab	Yes-1	Bus- \$300	None
April 6, 2018	Maria Eldridge Bailey Price Ryan McGrath Nurse (TBD)	Girls Lacrosse	St. Joseph's University	College Lacrosse Game	No	None	Team Funds

H.S. Field Trips  
(continued)

**Placement of Students on Home Instruction**

**34. Recommend** that the following student(s) be placed on home instruction, as requested by Guidance or the Child Study Team and approved by the school physician:

- #203008 Grade 10 March 1, 2018 - April 1, 2018 (Medical)
- #192616 Grade 11 March 1, 2018 - April 1, 2018 (Medical)
- #182358 Grade 12 March 1, 2018 - April 1, 2018 (Medical)
- #213332 Grade 9 March 1, 2018 - April 1, 2018 (Medical)
- #2227 Grade 12 March 1, 2018 - April 1, 2018 (Medical)
- #20646 Grade 10 March 1, 2018 - April 1, 2018 (Medical)
- #182560 Grade 11 February 27, 2018 - April 1, 2018 (Medical)
- #2115 Grade 11 March 15, 2018 – April 15, 2018 (Medical)
- #192698 Grade 11 March 16, 2018 – April 16, 2018 (Medical)
- #182416 Grade 12 March 1, 2018 - April 1, 2018 (Medical)
- #192616 Grade 11 March 1, 2018 - April 1, 2018 (Medical)
- #182325 Grade 12 March 1, 2018 - April 1, 2018 (Medical)

H.S Home  
Instruction

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

**35. Old Business/New Business**

*Mrs. DiPalma said it has been suggested to her that the elementary school cafetorium be used by the high school. Dr. Kasyan said that he did give this consideration but after meeting Mrs. Graziano it was realized that this would provide a conflict with the current lunches at the elementary school. Dr. Kasyan also met with Simplified Culinary and they believe that the plan they have mapped out would not require any additional spots for lunch service.*

Old Business  
New Business

*Mr. Pellegrino continued with the second public forum on any items agenda or otherwise.*

**36. Public Forum**

*Jeff Eirich, North Main Street, Manasquan – Mr. Eirich thanked Dr. Kasyan for the meeting with him to go over the plans for the field. He and his neighbors have concerns with the plans for the new field and the effects it will have on parking. He suggested using the strip of land on Sea Girt Avenue for parking. He expressed concerns with the retaining wall and having enough side setback from his property and with the general overuse of the field and its effect on the quality of life for his neighborhood. He appreciated the service provided by the board and hopes that a dialog can be kept open and keep these concerns in mind.*

Public Forum

*Lynn McCabe, 38 Gertrude Place, Manasquan – Ms. McCabe expressed disappointment with the implementation of the scheduling without having any parental input. Most of her information came*

from the guidance counselor or the Coast Star. She feels strongly that this change is bad for her child and she offered him the possibility of changing schools for his senior year. She has not heard any conversation on how this schedule will affect students with IEP's. She asked that more time be spent on the little details before rushing into this to appease people at the state level.

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

Mr. Pellegrino said the board would not be going into Executive Session.

**37. Executive Session**

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

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

**WHEREAS**, the length of the Executive Session is estimated to be \_\_\_ minutes after which the public meeting of the Board shall reconvene and proceed with business; and

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

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

- \_\_\_ 1. Confidential Matters per Statute or Court Order
- \_\_\_ 2. Impact Rights to Receive Federal Funds
- \_\_\_ 3. Unwarranted Invasion of Individual Privacy
- \_\_\_ 4. Collective Bargaining
- \_\_\_ 5. Acquisition of Real Property or Investment of Fund
- \_\_\_ 6. Public Safety Procedures
- \_\_\_ 7. Litigation or Contract Matters or Att./Client
- \_\_\_ 8. Personnel Matters
- \_\_\_ 9. Imposition of Penalties Upon an Individual

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

Mr. Pellegrino asked for a motion to adjourn.

Motion was made by Mr. Sorino, seconded by Mrs. DiPalma, and approved by voice vote of all those present in favor to adjourn the meeting at 6:55 p.m. **MOTION CARRIED**

Adjournment

**38. Adjournment**

Motion to Adjourn

Respectfully submitted,



Lynn Coates

Board Secretary