

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, April 11, 2017. Action was taken at this meeting.

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.

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

2. Pledge of Allegiance

3. Roll Call

*Donna Bossonne
Eugene Cattani
Linda DiPalma
Mark Furey (Belmar) -
arrived 6:03 p.m.*

*Heather Garrett-Muly
Terence Hoverter
Joseph Loffredo
Anne McGarry (SLH) – absent*

*Thomas Pellegrino
Alfred Sorino
Tedd Vitale (Brielle) –
arrived 6:36 p.m.
Colin Warren*

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Dan Roberts, Board Attorney; Sandi Freeman, Recording Secretary. Absent: Madison Dettlinger, Karley Grogan, Christopher Driscoll, Maura Farragher, Student Board Representatives.

Mr. Hoverter left the meeting at 6:53 p.m.

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

4. Mission Statement

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

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.

Mr. Pellegrino said action will be taken on the acceptance of minutes at the Regular Public Meeting.

Call to Order

*Pledge of
Allegiance*

Roll Call

*Mission
Statement*

*Statement to
the Public*

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Committee of the Whole and Closed Executive Session of March 13, 2017, the Regular Public Meetings of March 21, 2017 and the Special Action Meeting and Closed Executive Session of March 30, 2017. 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.

7. Student Board Representative Report *No Report this evening.*

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

Dr. Kasyan congratulated the participants of the Squan-A-Thon and praised their great efforts in raising \$121,170.32. He complimented Ms. Basaman, Mr. Battaglia and Ms. McKenzie for their assistance with this program.

8. Presentations

• **District Therapy Dog - Charlie**

Dr. Kasyan introduced Ms. Van Note, Ms. Kerensky and the district's therapy dog, Charlie. Ms. Van Note provided details on Charlie's very positive interaction with the high school students and staff in the district. Charlie is currently attending Puppy Kindergarten on Thursdays and then she will be attending a Good Citizenship class followed by actual therapy dog class. She has been responding well to the training and has mastered several commands at this time. Ms. Kerensky said that Charlie's interaction in the elementary school will require a little more effort since those students are more excitable but efforts will be made to continue interaction at this level. Dr. Kasyan thanked Ms. Van Note and Ms. Kerensky for working with Charlie and the program.

• **Poetry Slam**

○ **1st Place – Brigid McCarthy**

Dr. Kasyan introduced and congratulated Brigid McCarthy, an 8th grade student, who won the Shore Consortium Poetry Slam with her poem "Dear President Trump." She received straight 10's from the judges. Brigid recited her poem for the group. She was presented with a certificate of achievement and Wall Bucks.

• **Save the Elephant Project – McKenzie Ramire**

Dr. Kasyan introduced and congratulated McKenzie Ramire and Christina Giunco, who along with the 8th grade STEM Class researched the decline of the elephant population due to poaching. The STEM Class presented lessons to grades K through 8 and in one week raised enough money to adopt 28 elephants at a wildlife trust. McKenzie recited her poem and presented a video of the accomplishments of the group. McKenzie and Christina were presented with a certificate of achievement and Wall Bucks.

Dr. Kasyan praised the academic excellence that is present in the district and thanked Mrs. Graziano for her leadership that values the creativity of the staff and students. He also thanked Mr. Kirk for his efforts.

• **Referendum VOIP Phone and Paging System – Presented by Jesse Place, Director of Technology and Human Resources**

Dr. Kasyan introduced Jesse Place to provide information on the proposed VOIP Phone and Paging System that will be installed in the district over the summer as part of the referendum project. Mr. Place explained that this system will replace the current phone system that is close to 15 years old and the infrastructure of the existing system that is located in an area that will be demolished in the construction.. Mr. Place explained the features of the new system, the work involved with the installation and the management of the system once installed and operational. Mr. Place said we plan for an August 1st completion date with the system being ready for the new school year.

Minutes

Student Board
Rep. Report
(No Report)

Presentations

District
Therapy Dog

Poetry Slam
Brigid
McCarthy

Save the
Elephant
Project
McKenzie
Ramire

Referendum
VOIP Phone &
Paging System
J. Place

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

Dr. Kasyan introduced Robert Notley from New Road Construction. Mr. Notley provided an update on the referendum project and an overall summary of the referendum costs and a breakdown of the projects in the high school and elementary school. He spoke on the scheduling for the bidding, the pre-construction work and the preparation for contracting of the individual projects. He provided an update on the elementary school controls and the Phase I investigation conducted by Trane that identified many problems with the HVAC system. He said that after discussion with Trane they believe that 90% of the problems being experienced at the elementary school are fixable with controls. Dr. Kasyan pointed out the importance of having this phase of the referendum project at the elementary school completed prior to the start of the next school year.

Dr. Kasyan said that it is important that education keeps going on as expected without interruption and steps are being taken to provide the space needed to do so by modifying the media center, utilizing the alternative school and the first aid building for instructional space.

Mr. Pellegrino said that the HVAC controls at the elementary school is a community issue and this is why we are addressing this as a priority.

- **PARCC Scores – Presented by Barbara Kerensky, Director of Curriculum and Instruction**

Ms. Kerensky presented a report on the PARCC Scores at the high school, how the students are progressing and what the educators are doing to help the students move forward. She also provided details on how the scores are being reported by the state. She wants the community to be aware of what the scores are in reality and exactly how well the students are doing. Mr. Pellegrino commented that the test results in the report card were disconcerting and asked how this affects the district in attracting students to attend Manasquan. A discussion took place in the method of scheduling in the district and Dr. Kasyan said that it would be counter-productive for the district to take a look at new scheduling at this time during the referendum project. However, in a two year period we will have a new schedule that offers students more opportunities, more classes and fix the problems identified with PARCC testing. Ms. Kerensky said that in spite of how the district's scores are being reported she believes that this spring the district's scores will go up and two years from now hopefully we will be looking at a different schedule.

Mr. Loffredo asked what communication is being used with the sending districts and the elementary school students to assure that the children are prepared when they enter the high school. Ms. Kerensky said that articulation departmental meetings are held and the line of communication is open so when the students walk in to the high school they are prepared. Dr. Kasyan said there is a very positive relationship with the sending districts and information is being provided and we are moving in the right direction.

Mr. Pellegrino moved forward with the Committee of the Whole meeting and turned the floor over to Dr. Kasyan for the discussion items for the agenda.

**9. Committee of the Whole
Discussion Items for the Agenda**

- **Education, Curriculum & Technology**

Dr. Kasyan asked if there were any questions on the material provided to the board in the Friday Packet. He said the major points relating to Education, Curriculum and Technology were discussed during the presentation portion of this evening's meeting.

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

New Road
Construction
Project Update
Robert Notley

PARCC Scores
Barbara
Kerensky

C.O.W.
Discussion
Items

Education,
Curriculum &
Technology

Personnel
(Exec. Session)

- **Policy– Agenda Items ***

- **Policies for 2nd Reading**

- R2460.15 – Special Education – In-Service Training Needs for Professional and Paraprofessional Staff

- **Policies/Regulations for Revision**

- Bylaw 0000.02 – Introduction
- P245.06 – Unsafe School Choice Option
- P2464 – Gifted and Talented Students
- P2622 – Student Assessment
- P3160 – Physical Examination
- R3160 – Physical Examination
- P4160 – Physical Examination
- R4160 – Physical Examination
- P5116 – Education of Homeless Children
- R5116 – Education of Homeless Children
- P5460 – High School Graduation

- **Policies for 1st Reading**

- P7446 – School Security Program
- P8350 – Records Retention

- **Policies to be Abolished**

- P2320 – Independent Study Programs
- P5465 – Early Graduation

Dr. Kasyan referred to the policies that were provided for approval by the board. He pointed out that P245.06 Unsafe School Choice Options does not apply to Manasquan.

- **Legal**

- **Finance**

- Referendum Bond Sales

Mrs. Coates provided an update of the referendum bond sales and temporary note received from Manasquan Bank. She has been working with the bond council and the Monmouth County Improvement Authority as well as the district's financial advisor to investigate the feasibility of pooling our bond sale with Hazlet Board of Education who also passed a referendum in January. She, along with the Hazlet business administrator, attended a workshop offered by MCIA regarding their services. The preliminary work completed shows that there is a savings for both districts. We are working on fine tuning the amortization schedule. She will continue to report on this through the Friday Packet.

She also reported that she received notification from the County Business Administrator late in the afternoon on Friday that the district's budget has been approved as submitted.

- **Buildings & Grounds/Facilities– Agenda Items***

- Safety Grant*

Mrs. Coates said that at the May 2nd meeting she will be asking the board to approve the acceptance of the Safety Grant in the amount of approximately \$5,000. She thanked the safety committee for their efforts in meeting the requirements laid out by the insurance company that makes it possible to be awarded this grant. These funds will be used for the purchase of lock replacements in the district.

Policies
2nd Reading

Policies /
Regulations for
Revision

Policies
1st Reading

Policies to be
Abolished

Legal
(no report)

Finance
Referendum
Bond Sales

Buildings &
Grounds/
Facilities

Safety Grant

○ Water Testing Schedule

Mrs. Coates reported that the water testing will begin on Monday, April 17th with the flushing process followed by the water testing on Tuesday, April 18th. Notices will be provided to parents and the district will be closed during these two days.

Mr. Pellegrino continued with the C.O.W. meeting. He asked both Dr. Kasyan and Mrs. Coates to include the non-public transportation as a discussion item. As discussed at a previous meeting it was decided by the board to no longer transport the non-public students from Manasquan to area non-public schools in the area because it was not required by statute since Manasquan does not transport students attending Manasquan's elementary school and high school. Mr. Pellegrino has been contacted by several parents of non-public students who asked that the board reconsider this decision since the referendum has passed and received the support of the community. Discussion ensued by the board to reconsider the decision provide non-public transportation.

Mrs. Coates said the B6T applications for non-public transportation have been received from the parents are in the business office. Notification has not yet been sent out informing the parents that we would not be providing transportation next school year. It is estimated that the cost for next school year will be approximately \$47,700.

Mr. Catani asked how this figure would affect our budget since the county has accepted the submitted budget. Mrs. Coates said that up until the date of the public hearing modifications can be made to the budget and if the board decides to provide non-public transportation we can increase the tax levy in that amount. Mrs. DiPalma was in agreement with providing the transportation. Mrs. Coates addressed Mrs. Bossone's question on the notification and said that last year a letter was sent to provide advanced notification of the decision not to provide transportation. Now that we are in receipt of the 2017-18 B6T's we must follow procedure and notify the parents if transportation or aid in lieu of payments would or would not be provided to them. She said that the decision of the board to provide transportation would necessitate the resolution approving the final budget on page 4 of tonight's agenda be revised to include the funding of the non-public transportation. Mrs. Bossone also approved to move forward and provide transportation. It was the general consensus of the board to include the cost of non-public transportation and have Mrs. Coates revise the final budget by \$48,000 for approval on May 2nd.

10. Superintendent's Report & Information Items

- *Non-Public Transportation*

Recommend approval and acceptance of the Superintendent's Report.

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

Mr. Pellegrino opened the public forum on agenda items and read the following statement.

11. Public Forum on Agenda Items

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. In the event it appears the public comment portion of the meeting may exceed 45 minutes, the presiding officer may limit each statement made by a participant to 3-5 minutes duration. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not keeping with the conduct of a proper and efficient meeting. During the public participation portions of this meeting, the Board will not respond to questions from the public involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of

Buildings &
Grounds/
Facilities

Water Testing
Schedule

Superintendent
Report

Non-public
Transportation

Public Forum
on Agenda
Items

any specific or prospective or current employee. This public forum is limited to comment on items included in this agenda only.

Marilyn Jacobson, 59 McLean Avenue, Manasquan – Mr. Pellegrino addressed her question on curtesy busing and clarified that it involves Manasquan resident students who attend non-public schools in the area. Ms. Jacobson was glad that a construction management firm would be used for the project. She hopes that once the construction manager is no longer present in the district continued training would be provided to the individuals responsible for maintaining the HVAC systems and the operating manuals and information would be made available to these individuals.

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

Mr. Pellegrino said there were several action items on tonight’s agenda and asked for a motion to approve Manasquan General Items #12 through #15.

Motion was made by Mr. Cattani, seconded by Mr. Warren, to approve Manasquan Items #12 through #15.

Discussion: None

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

MANASQUAN
General Items

- 12. Recommend approval to authorize soliciting bids for the Referendum Project – Package #2:** Package #2 includes the Elementary School Fire Alarm Replacement with anticipated substantial completion date of August 25, 2017. The front end of the specifications have been reviewed by the board solicitor. The bid specifications/plans will be reviewed by New Road Construction prior to release. The bid opening will occur on May 16, 2017 at 1:00 p.m.
- 13. Recommend approval that there exists a need for the Professional Services to be provided by Trane Building Services for Manasquan Elementary School Phase 2 – Field Analysis and Troubleshooting of HVAC Systems and associated control system.** Trane will execute a detailed field analysis of both HVAC systems and control. Funds are available for such purpose and this service is of such a nature that it cannot be bid. Phase 2 Total Price \$39,755.00 less the applied Phase 1 price discount of \$5,157.00 – Phase 2 Final Price \$34,598.00. The proposal has been reviewed and approved by the board attorney.
- 14. Recommend approval of Change Order #5 for ACM Removal of 64 Windows by SLS Construction, LLC, at Manasquan Elementary School, in the lump sum price of \$20,110.00.** Change order cost to district is \$10,110 using an additional \$10,000 allowance funds from contract for a total of \$20,110. The change order has been reviewed and approved by the board attorney.
- 15. Recommend approval of the temporary transportation for Student ID# 223273 to Manasquan Elementary School from Ocean’s Harbor House, Toms River, NJ, effective 4/3/17 – end date TBD.** Route contracted through MOESC with St. Mark School Bus Company, at the per diem rate of \$191.10.

Mr. Pellegrino asked if there was any discussion or questions from the board on Manasquan General Items #16 through #25. Seeing none the motions will be included on the May 2nd agenda for approval by the board.

Public Forum
on Agenda
Items
(continued)

Manasquan
General Items
#12 through
#15
ACTION TAKEN

Approval to
Solicit bids for
Referendum
Project - E.S.
Fire Alarm
Replacement

Professional
Services –
Trane Building
Services
MES HVAC
Field Analysis
and Trouble-
shooting

SLS Change
Order #5 –
ACM Removal
of 64 Windows
at MES

Temporary
Transportation
(State
Placement)

C.O.W.
discussion
Items

Adoption of 2017-2018 Budget

- 16. Recommend** approval of the adoption of the final 2017-2018 School District budget as listed below and as per the advertised budget – Document ___:

BE IT RESOLVED that the final budget be approved for the 2017-2018 school year using the 2017-2018 state aid figures and the Secretary to the Board of Education be authorized to submit the following final 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>
2017-2018 Total Expenditures	<u>\$25,248,813</u>	<u>\$344,395</u>	<u>\$667,100</u>	<u>\$26,260,308</u>
Less: Anticipated Revenues	<u>\$10,598,123</u>	<u>\$344,395</u>	<u>\$0</u>	<u>\$10,942,518</u>
 Taxes to be Raised	 <u>\$14,650,690</u>	 <u>\$0</u>	 <u>\$667,100</u>	 <u>\$15,317,790</u>

17. 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 **March 31, 2017** 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 **January 31, 2017** 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 **March 31, 2017** per **Document**. (The Treasurer of School Moneys Report for the month of **March 2017** 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 **March 31, 2017** it is to the best of our knowledge that no major account fund has been expanded and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year, and that the Board of Education further approves the transfers made with line item accounts of the current expense portion of the **2016-2017 budgets for March and April** as recommended by the Superintendent of Schools, as per **Document**.

Recommend acceptance of the **Elementary School Central Funds Report** for the month ending **March 31, 2017** as per **Document**.

Purchase Orders for the month of **April 2017** be approved, as per **Document**.

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

*C.O.W.
Discussion
Items
(No Action
Taken)*

*2017-2018
Final School
District Budget*

*Financial
Reports*

Be It Resolved: that the **Bills (Current Expense)** in the amount of \$ for the month of **April 2017** be approved. Records of checks (#through #) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for March 2017 at \$ and checks (#through #).

18. **Recommend** approval of Michele Havens, Behavioral Therapist, to provide BCBA transition services 4 hours a month at \$125.00 per hour, not to exceed \$1,000.00, for student #22271.
19. **Recommend** approval of the second reading and adoption of the following policies, as per **Document :**
 - R2460.15 – Special Education – In-Service Training Needs for Professional and Paraprofessional Staff
20. **Recommend** approval of the following revised policies, as per **Document :**
 - Bylaw 0000.02 – Introduction
 - P245.06 – Unsafe School Choice Option
 - P2464 – Gifted and Talented Students
 - P2622 – Student Assessment
 - P3160 – Physical Examination
 - R3160 – Physical Examination
 - P4160 – Physical Examination
 - R4160 – Physical Examination
 - P5116 – Education of Homeless Children
 - R5116 – Education of Homeless Children
 - P5460 – High School Graduation
21. **Recommend** approval of the first reading of the following policies, as per **Document :**
 - P7446 – School Security Program
 - P8350 – Records Retention
22. **Recommend** approval of the acceptance to abolish the following policies, as per **Document**
 - P2320 – Independent Study Programs (Abolished)
 - P5465 – Early Graduation (Abolished)
23. **Recommend** approval of the continuation of acceptance of one (1) student ID# 293220 at the Manasquan Elementary School – Grade 1, as a “Tuition Free: Child of a Staff Member” for the 2017-2018 school year, in accordance with the MEA Negotiated Agreement:
24. **Recommend** acceptance of the following grants awarded by the Manasquan Elementary School Education Foundation, in the total grand award of \$29,305.49:
 - Amy Young – Mindful Schools K-8 - \$8,700
 - Marie Lauffer – Keyboard Lab Expansion - \$5,946.92
 - Andrea Trischitta & Liz Walling – Classroom of the 21st Century - \$3,495.30
 - Christin Walsh & Brianna Snel – Mobile Device Cart - \$1,700
 - Luke Akins – Adapted P.E. TV System - \$1,673
 - Eric Clark – Guitar Class Expansion - \$1,383.50
 - Ann Marie LaMorticella – National Immigration Museum at Ellis Island Field Trip - \$1,311
 - Mark Levy & Kirt Wahl – Physical Computing/Additional Raspberry PI Hardware \$1,266.78
 - Gina Melillo – Fall Health Fair - \$1,000

C.O.W.
Discussion
Items
(No Action
Taken)

- Jen Dyer & Sarah Demicco – Life Skills & Daily Living Class - \$1,000
- Christine Rice – ESL Safari Off Road Education Field Trip - \$1,000
- Cathy Taft – Lenape Legends Presentation - \$529.00
- Andrea Trischitta – Final Cut – Next Generation Movies Software - \$299.99

C.O.W.
Discussion
Items
(No Action
Taken)

Personnel

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

Mr. Pellegrino continued with the Manasquan General Item and asked for a motion to approve Item #26.

Manasquan
General Item
#26

Motion was made by Mr. Sorino, seconded by Mrs. Bossonne, to approve Manasquan General Item #26 – E.S. Professional Days.

Discussion: None

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

E.S.
Professional
Days
(Action Taken)

Professional Days

26. 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 28, 2017	Kathleen Stonaker	Monroe	Testing Accommodation Workshop	No	Mileage - \$20.00 Registration - \$150.00 (IDEA Funded)

Mr. Pellegrino asked if there was any discussion or questions from the board on Manasquan General Items #27 and #28. Seeing none the motions will be included on the May 2nd agenda for approval by the board

C.O.W.
Discussion
Items
(No Action
Taken)

Student Action

Field Trips

27. 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 24, 2017	Oriana Kopec Heather Saake	Student Council	Jackson	Spring Conference	Yes-2	Bus Cost Pending	Student Funds
May 15, 2017	Robert Markovitch Andrew Manser Andrea Trischitta Jestine Jones	Grade 7	Franklin Institute	Interactive Science	Yes-9	Bus Cost Pending	None

June 16, 2017	Robert Markovitch Marc Reid Michelle McNelis Kristine Yellovich Kirt Wahl Andrea Trichitta Kim Ward Andrew Manser Jesting Jones Deborah Kehoe Patricia Reo Elizabeth Walling Kim Murin Laura Wahl Tom Russoniello Nancy LeBlanc Mark Levy	Grade 7/8	Manasquan Beach	Beach Sweep	Yes-3 1- Nurse	None	None
May 18, 2017	Ann Marie LaMorticella Elyse Wemple Teresa Reichy Jaimee McMullen	G&T Grade 5-8	Brielle	Academic Team Challenge	No	None	Student Funds

C.O.W.
Discussion
Items
(No Action
Taken)

Placement of Students on Home Instruction

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

Mr. Pellegrino asked for a motion to approve Manasquan General Item #29.

Motion was made by Mr. Sorino, seconded by Mr. Loffredo, to approve Manasquan Item #29 – 2016-2017 External Placements.

Discussion: None

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

Placement of Students Out of District

29. Recommend approval of the revised 2016-2017 External Placement list, as per **Document A.**

Mr. Pellegrino said that as discussed this evening by Mr. Notley – Items #30 and #31 would be included as action items this evening. He asked for a motion to approve Manasquan/Sending Districts General Items #30 and #31.

Motion was made by Mrs. Bossone, seconded by Mr. Warren, to approve Manasquan/Sending District Items #30 and #31.

Discussion: None

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mrs. McGarry

MOTION CARRIED

Manasquan
General Item
#29

2016-2017
External
Placements
ACTION TAKEN

Manasquan/
Sending
District General
Items #30 &
#31

MANASQUAN/SENDING DISTRICTS

General Items

- 30. Recommend approval to enter into a contract with CDWG under the ESCNJ Technology Supplies and Services Bid (State Approved Cooperative CO-OP# 65MCESCCPS/Bid# MRESC 15-16-11) for the purpose of procuring a Voice Over Internet Protocol (VOIP) Cisco Phone and Paging Unified Communications System as follows, pending attorney review of contract/scope of work:**

Product Category	Estimated Cost	Funding Source
<i>Product Total:</i>	<i>\$260,410.67</i>	<i>Referendum Budget</i>
<i>Professional Services Total:</i>	<i>\$64,056.00</i>	<i>Referendum Budget</i>
<i>Annual License/Support Total:</i>	<i>\$12,725.61</i>	<i>General Budget</i>

- 31. Recommend approval for CDWG under the ESCNJ Technology Supplies and Services Bid (State Approved Cooperative CO-OP# 65MCESCCPS/Bid # MRESC 15-16-11) to provide data wiring work in connection with the Voice Over Internet Protocol (VOIP) Unified Communications System in an amount not to exceed \$13,000.00, pending attorney review of contract/scope of work.**

Mr. Pellegrino asked if there was any questions or discussions on Item #32 through #34. Seeing none, the board would be asked to approve Manasquan/Sending District Items #32 through #34 at the May 2nd meeting.

- 32. Recommend approval of the application and acceptance of the New Jersey School Insurance Group 2017 Safety Grant, in the amount of \$5,103.00. These funds will be used to purchase replacement locks for the district schools.**

- 33. Recommend approval of the following student teacher observations with district speech therapists:**

- Allison Walker University of Delaware Speech-Language Pathology

May 23, 2017 through August 4, 2017 (40 Hours)

Personnel

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

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

Motion was made by Mrs. Garrett-Muly, seconded by Mrs. Bossone, to approve Manasquan/Sending District #35 – H.S. Professional Days.

Discussion: None

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mrs. McGarry

MOTION CARRIED

Professional Days

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

Date	Name	Destination	Purpose	Sub	Cost
<i>April 26, 2017</i>	<i>Courtney Larkin</i>	<i>Voorhees</i>	<i>Observations – Design Classes</i>	<i>Yes</i>	<i>Mileage - \$44.00</i>

CDWG – VOIP System
ACTION TAKEN

CDWG Data Wiring
ACTION TAKEN

C.O.W. Discussion Items
(No Action Taken)

Manasquan/Sending District Item #35

H.S. Professional Days
ACTION TAKEN

Mr. Pellegrino asked if there was any discussion or questions on Item #36. Seeing none it will be included for board approval on the May 2nd agenda.

36. 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>
May 18, 2017	Leigh Busco	Manchester	Opiate Awareness Program	No	Registration - \$50.00
June 1, 2017	Amy Edwards	Wall	PowerSave Meeting	Yes	None
May 31, 2017 June 1, 2017	Nancy Knitter	New Brunswick	NJTESOL Conference	Yes	Registration- \$354.00
August 7-10, 2017	James Fagen	New Brunswick	AP Human Geography Workshop	No	Mileage - \$100.45 Registration - \$1025.00
May 5, 2017	Lynn Coates	Red Bank (Location Change)	MOCSIF Insurance Meeting	No	Mileage - \$11.66

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District #37.

Motion was made by Mr. Sorino, seconded by Mr. Vitale, to approve Manasquan/Sending District Item #37 – H.S. Field Trip.

Discussion: None

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mrs. McGarry

MOTION CARRIED

Student Action
Field Trips

37. 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>
April 25, 2017	Leigh Busco	SAC	Freehold	Student Ambassadors – Heroin Prevention	No	Bus - \$275.00	None

Mr. Pellegrino asked if there was any discussion or questions on Item #38. Seeing none it will be included for board approval on the May 2nd agenda.

C.O.W.
Discussion
Items
(No Action
Taken)

Manasquan/
Sending
District Item
#37

H.S. Field Trips
ACTION TAKEN

Student Action
Field Trips

38. 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 12, 2017	Amy Edwards Barbara Buckley Jason Bryant Teresa Trumbour Nurse(TBD)	Academy of Engineering	Trenton	STEAM Tank Challenge	Yes-4 1 Nurse	Bus - \$375.00	None

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District #39.

Motion was made by Mrs. Bossone, seconded by Mrs. Garrett-Muly, to approve Manasquan/Sending District Item #39 – H.S. Home Instruction.

Discussion: None

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mrs. McGarry

MOTION CARRIED

Placement of Students on Home Instruction

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

- #192578 Grade 9 March 30, 2017 - To Be Determined (Medical)
- #2115 Grade 11 March 24, 2017 - May 8, 2017 (Medical)

Mr. Pellegrino asked if there was any discussion or questions on Item #40 – Financials. Seeing none it will be included for board approval on the May 2nd agenda.

Financials

40. Recommend acceptance of the following **High School Central Funds Report** for the month ending **March 31, 2017 as per Document .**

Mr. Pellegrino asked if there was any old or new business to come before the board. Seeing none he continued with the second public forum.

41. Old Business/New Business

Mr. Pellegrino opened the second public forum on agenda or any other items.

42. Public Forum

Marilyn Jacobson, 59 McLean Avenue, Manasquan – Ms. Jacobson asked a question on the CDL payback. Mrs. Coates said that the district has applied to the state for forgiveness and at this time it looks like we are at a 40/60 split and will owe some back. We have requested a 5-year extension to make payment. The district used just over \$3 million for operating expenses and staffing expenses permitted as a result of Sandy. In answer to her question, there is nothing in the 17-18 budget for repayment but moving forward there will need to be funds included in future budgets.

Mr. Pellegrino referred to past discussion on the CDL loan and said that the money was not being used for damages resulting from Superstorm Sandy but instead to assist with the reduced revenue resulting from the storm.

Ms. Jacobson asked if it was considered okay for a school administrator to have another paid position taking away from their primary position during school hours. She said this is the perceived

C.O.W.
Discussion
Items
(No Action
Taken)

Manasquan/
Sending
District Item
#39

H.S. Home
Instruction
ACTION TAKEN

C.O.W.
Discussion
Items
(No Action
Taken)

Old Business /
New Business

Public Forum

feeling among several residents that this is taking place in Manasquan. Mr. Pellegrino said that the board will not answer any questions that have to do with personnel matters.

Dr. Kasyan commented that if he is the administrator she is referring to he gives 100% of his time to the district and uses vacation days for time away from the district.

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

43. Executive Session

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

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

WHEREAS, the length of the Executive Session is estimated to be thirty (30) minutes after which the public meeting of the Board shall reconvene and proceed with business; and

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

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

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

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

Motion was made by Mrs. Bossone, seconded by Mrs. Garrett-Muly, and approved by voice vote of all those present in favor to enter into executive session at 7:45 p.m. MOTION CARRIED

Mr. Pellegrino reconvened the Committee of the Whole meeting at 8:30 p.m. with no further action taken by the board.

Mr. Pellegrino asked for a motion to adjourn.

Public Forum
(continued)

Executive
Session

44. Adjournment

Motion to Adjourn

Motion was made by Mr. Warren, seconded by Mr. Cattani, and approved by voice vote of all those present in favor to adjourn the Committee of the Whole meeting at 8:31 p.m.

MOTION CARRIED

Respectfully submitted,

Lynn Coates, Board Secretary

Adjournment