

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 Charles Raffetto Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, April 17, 2018.

The Board President, Mr. Pellegrino called the meeting to order at 6:00 p.m. and read the Opening Statement.

1. Call to Order

Opening Statement: Pursuant to N.J.S.A. 10:4-10, notice of this meeting has been provided by publication in the Asbury Park Press, the Coast Star and posted in the Borough Hall of Manasquan and in the schools within the time limits prescribed by law.

Call to Order

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

2. Pledge of Allegiance

Pledge of Allegiance

3. Roll Call

Roll Call

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

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

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Gabrielle Pettineo, Board Attorney; 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; Olivia Easton, Student Board Representative
Quorum Reached

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

4. Mission Statement

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 said that the Acceptance of Minutes and Student Board Representative Reports will take place on the Regular Public Meeting on April 24, 2018.

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Committee of the Whole and Closed Executive Session of March 13, 2018 the Regular Public Meetings of March 20, 2018. Executive Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed executive session no longer exists.

Minutes
(No Action)

7. Student Board Representative Report

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

Student Board
Representative
Report
(No Report)

8. Presentations

Dr. Kasyan started the presentations by recognizing the parents and the staff along with the students. He said that the students' potential could not have been nurtured and molded without the excellent guidance of the staff and parents. He congratulated the students for being chosen as Students of the Month and presented them with Certificates of Appreciation and Wally Bucks.

Presentations

Dr. Kasyan also introduced and congratulated the High School and Elementary School Teachers of the Month and presented them with Certificates of Appreciation and Wally Bucks.

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

Students and
Teachers of the
Month
Recognition

High School Students of the Month for March – Jack Considine, Senior – Ethan Dzenis, Junior – Gianna Melchionda, Sophomore – America Garay, Freshman

High School Teacher of the Month for February – Timothy Clayton

High School Teacher of the Month for March – Jason Bryant

Elementary School Student of the Month for February – Matthew Dettlinger

Elementary School Student of the Month for March – Grace Price

Elementary School Teacher of the Month for February – Thomas Russoniello

Elementary School Teacher of the Month for March – Laura Wahl

Dr. Kasyan continued with the recognition of the Elks Students of the Month and provided the criteria that must be met for this award. Dr. Kasyan introduced and congratulated the Elks Students of the Month and presented them with Certificates of Appreciation and Wally Bucks.

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

Elks Students
of the Month
Recognition

Elks Elementary School Student of the Month for March – Casey Homes

Elks Teenager of the Month for February – Sara Devereux

Elks Teenager of the Month for March – Brad McCabe

Dr. Kasyan complimented the students for having an interest politically to see how our world's organizations work through their participation in the Model UN Conference. He introduced and congratulated the following students for representing Manasquan so well and presented them with Certificates of Appreciation and Wally Bucks.

Presentations

Emilymarie and Alexander Kave provided details of the paper relating to the country of Russia with the topic of agriculture and their efforts with agriculture and water sustainability.

Model UN
Conference

Model UN Conference

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

Dr. Kasyan introduced and congratulated the following Monmouth County Vocational School District Students of the Marking Period and presented them with Certificates of Appreciation and Wall Bucks.

Monmouth County Vocational School District – Students of the Marking Period

- **Jose Martinez Gonzalez**
- **Aracris Sanchez**
- **Thomas Murphy**

Monmouth
County
Students of the
Marking Period

Dr. Kasyan recognized Mr. James Fagen and congratulated him for receiving the 9/11 Tribute Museum Teacher Award. The lesson plan submitted by Mr. Fagen was taught using old newspapers provided by a former student's father who was Mr. Fagen's elementary school social studies teacher. This gift is donated to a 9/11 family.

9/11 Tribute Museum Teacher Award – James Fagen

9/11 Tribute
Museum
Teacher Award

Dr. Kasyan introduced Mr. Robert Notley for an update on the referendum project.

New Road Construction Project Update – Presented by Robert Notley

New Road
Construction
Project Update

Mr. Notley provided a PowerPoint slide presentation updating the progress of the referendum project. Dr. Kasyan referred back to an audit conducted in 2005 by Trane of the elementary school HVAC system and said that this audit proved that the units were not commissioned or balanced. Mr. Notley reported that they will be replacing the existing HHW circulating pumps and add variable-frequency drives that will increase flow and improve system efficiency. Mr. Notley continued with his report on the elementary school site improvements project and reported that bids were received on April 12th and a contract would be awarded to Your Way Construction, in the amount of \$651,775. Construction is set to begin on June 21st with a substantial completion date of August 24th. He reported that the elementary school window replacement project is complete and the high school stair tower door project still has a few punch list items to be addressed. Mr. Notley updated the board on the progress of the high school renovations and additions project. Construction is moving along well and about 25% complete at this time. There have been no additional change orders since the last meeting. The construction schedule was affected by inclement weather but the masonry work has been focused on and he is happy with the progress. He provided the board with a selection of progress photos from the high school project. Mr. Notley said that furniture for the high school addition has been selected and will be purchased by the district; access control for the elementary school is being developed and the final re-bid for the high school alternative education building renovations was received today and is being reviewed by the board attorney. He is working with Garrison Architects on developing plans for interior door replacements at the high school. Dr. Kasyan complimented the due diligence of the construction managers, building administration, the architects and engineers to make sure things run smoothly. Mr. Notley said the doors in the 1931 wing are from the original construction of the school and although beautiful, they are not very secure

Robert Notley

and cannot be locked from the inside during a lockdown drill. It is the intention to replace the entire door and frame and include an electric stripe in the door frame to allow for an access control system utilizing a job or card swipe and hopefully have a system that can administer lockdowns from the main office. A typical classroom door and frame replacement with access control hardware runs in the area of \$4,000 to \$4,500 per door. Dr. Kasyan said that the access control system will be throughout the entire building at the completion of the 3-year referendum project. This plan was put into effect after Mrs. DiPalma questioned the existing doors and locks in the 1931 wing. Mr. Notley said in the meantime temporary solutions are being looked into to enhance security within the building. Dr. Kasyan asked if the cost of the elementary school site work represents a cost savings. Mr. Notley said the bid came in under budget, however the high school came in over budget and the contingency is manageable. Dr. Kasyan pointed out that the cost of the alternative school building was not included in the original scope of work. Mr. Notley said overall the project is moving on schedule and on budget. Mr. Notley concluded his report. A copy of his PowerPoint presentation will be included in the formal minutes.

New Road
Construction
Project Update

Robert Notley

Mr. Pellegrino continued with the Committee of the Whole Discussion Items and turned the floor over to Dr. Kasyan.

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

• Education, Curriculum & Technology

Dr. Kasyan turned the floor over to Mrs. Kerensky for a report on the high school teachers' visit to Nutley High School. Mrs. Kerensky reported that eleven teachers and Mr. Coppola visited Nutley High School and feedback was highly favorable. The teachers were able to experience the unit lunch and have questions answered on how the staff at Nutley addressed the transition to this schedule. Mrs. Kerensky read positive feedback provided by Ms. Martucci and Ms. Russo. She said that getting the teachers involved in the process will foster a nice atmosphere to put this plan together and she has twenty teachers interested in being on the committee. Dr. Kasyan said that this type of schedule provides a full year for the core content classes to run and will allow the students to attain mastery in the subject area. Mrs. Kerensky said that an in-service is planned for April 25th and every department will be looking at the areas of change with the drop and rotate block schedule and curriculum writing will take place during the summer.

Committee of
the Whole
Discussion
Items

Education,
Curriculum &
Technology

Staff Visits to
Nutley High
School

Drop and
Rotate Block
Schedule

Dr. Kasyan said that the biggest challenge he had to face was how to feed 965 students for lunch. He and Mrs. Coates met with the people from Simplified Culinary to discuss ways of handling the lunch period. Mrs. Coates and Mr. Hudson along with Mr. Kelly and Mr. Wall from Simplified Culinary visited Wall High School to see how they address the unit lunch.

Unit Lunch Site
Visitations

Mrs. Coates said that she, Mr. Kelly, Mr. Wall and Mr. Hudson have completed two site visitations at Wall High School and Nutley High School. It is the recommendation of Mr. Kelly, from Simplified Culinary, to add a second hot serving line in the cafeteria and two new register stations that will help with the lines. A food truck, on a lease basis, is being looked into for September and sixteen new cafeteria tables for use in the gym and five new outside tables have been purchased for use during the unit lunch. She and Mr. Hudson looked at the visitations from a facilities standpoint and she, Mr. Kelly and Mr. Wall looked at the process from a food service prospective. She was very impressed with both schools especially being that Nutley just implemented this type of schedule seven months ago. She believes that as an administrative team along with the teaching staff on board this can be done.

Dr. Kasyan said that he will be presenting a different type of security set up for next year that he will present to the board in May. It will provide for security personnel in the vestibule who will carry a weapon. These individuals are x- policemen and certified to carry a weapon. He has met with Mr. Tim Clayton and it is planned that all the high school security people will be stationed at post throughout the school during the unit lunch.

Proposed
Security
Process

Mr. Coppola said that he met with Mr. Bramley and Mr. Read this week to work on a lay out for the unit lunch with the 2nd floor being utilized for academics with no eating permitted and specific rooms on the 1st floor will be designated for eating in addition to the cafeteria. Dr. Kasyan addressed a question asked by Mrs. Bossone on how the labs would be structured during the unit lunch. Mr. Coppola said that as long as we listen to the staff and be student centered he believes we can make this work.

C.O.W.
Discussion
Items

Dr. Kasyan provided an update on the Be Proud Program and reported that there are currently 35 students actively engaged in the program and the random numbers for the first testing will be in May. Mrs. Bossone questioned the low amount of members. Dr. Kasyan said that parents and students will notice what is taking place and this may provide interest to more students. Mr. Sorino said that in the past there was negativity around the drug testing program and he believes that participation will increase once people understand what it is all about. Dr. Kasyan said he was very positive about the program and the participation.

Be Proud
Program
Update

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

Personnel
(Exec. Session)

Policy
(No Report)

Dr. Kasyan said personnel would be discussed in executive session and there are no topics of discussion under policy.

- **Legal**

Legal matters will be discussed in executive session.

Legal
(Exec. Session)

Dr. Kasyan showed a rendering of the turf field project. He is thrilled with the track and happy that it will provide a place for the athletes to practice. Dr. Kasyan addressed Mrs. Bossone on the construction of the retaining wall. He said that the engineer would be reporting at a board meeting in the near future. It was clarified that the turf field project is not funded through the referendum.

Turf Field
Project Update

Dr. Kasyan turned the floor over to Mrs. Coates for the Finance Report.

- **Finance**
 - Public Hearing on the Budget (Agenda item on April 24, 2018)

Finance
2018-19
Budget Update

Mrs. Coates reported that the county office has approved the submitted budget. The budget will be advertised in the Thursday, April 19th edition of The Coast Star and the public hearing will be held during the public meeting on April 24th. Board members will receive a draft copy in the Friday Packet this week.

Dr. Kasyan said that Mr. Notley provided details on the buildings and grounds report.

- **Buildings & Grounds/Facilities– Agenda Items ***
 - Bid Award – Elementary School Sitework*
 - High School Lock/Door Project

Building &
Grounds/
Facilities

Mrs. Coates said that there are two motions on this evening's agenda, #12 and #13, to approve the acceptance of bids and award of contract after attorney review so we can move forward with this project.

E.S. Site Work
Bid and
Contract
Award

Dr. Kasyan and Mr. Notley have already reported on the lock/door project and Mrs. Coates had nothing further to add on this matter. Dr. Kasyan said Mr. Notley is alluding to the night lock system that can be added to the doors. This process has to be approved by the fire marshal and will be looked into further. Dr. Kasyan concluded the Committee of the Whole discussion.

H.S. Lock/ Door
Project

Dr. Kasyan will present his Superintendent's Report at the April 24th meeting.

Supt. Report
(No Report)

10. Superintendent's Report & Information Items

- **Enrollment– Document**
 - Total Enrollment – 1,530

- High School – 941
- Elementary School – 589

- Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports–
Document
Fire Drill Reports
 - High School:
 - March 12th – Fire Drill
 - March 29th - Lockdown
 - Elementary School:
 - March 19th – Fire Drill
 - March 27th – Security Meeting

- HIB Monthly Report – Document
 - High School:
 - Three Incidents – 2 Not HIB, 1 Confirmed HIB
 - Elementary School:
 - No Reports for the Month

- Report of the Director of Curriculum and Instruction

- Report of the Director of Technology and Human Resources

- Report of the Director of School Counseling Services

Recommend approval and acceptance of the Superintendent’s Report.

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

11. Public Forum on Agenda Items

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

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

Mr. Pellegrino asked for a motion to approve Manasquan General Items #12 and #13.

Motion was made by Mrs. Bossone, seconded by Mr. Loffredo, to approve Manasquan General Items #12 and #13.

Discussion: None

Roll Call Vote: Ayes (6); Nays (0); Abstain (0); Absent (3) Mrs. DiPalma; Mr. Hoverter; Mr. Warren
MOTION CARRIED

Supt. Report
(No Report)

Public Forum
(No Comments)

Manasquan
General Items
#12 & #13

ACTION TAKEN

MANASQUAN
General Items

12. **Recommend approval of the acceptance of bids for the Site Improvements at Manasquan Elementary School and award of contract to Your Way Construction, Inc., 404 Coit Street, Irvington, NJ, as per attached Document 1 (attorney review complete).**
13. **Recommend approval to authorize the School Business Administrator to execute a contract to Your Way Construction, Inc., for the Site Improvements at Manasquan Elementary School, in the following amounts: Base Bid (Part A + Part B) - \$612,775.00 and Alternate Bid Item #2 Rubberized Playground Surface in lieu of wood fiber - \$39,000.00. Total contract \$651,775.00 (pending attorney review).**

Mr. Pellegrino asked the board to review Manasquan Items #14 through #23 that will be on the agenda next week for board approval. Mrs. Bossone referred to Item #15 and asked why Christine Rice's grant does not have a reason. Dr. Kasyan said it will be utilized by Ms. Rice for her department.

14. **Recommend approval of Student ID# 303552 in need a bi-lingual evaluation. Nilda Colazzo for a speech and language evaluation at a rate of \$575.00, Monica Peters for a psychological evaluation at a rate of \$495.00 and Vivette Peacock for an educational evaluation at a rate of \$475.00.**
15. **Recommend acceptance of the following grants awarded by the Manasquan Elementary School Education Foundation, in the total grant award of \$16,481.96:**
 - Ann LaMorticella – 8th Grade Foreign Language Field Trip - \$2,523.00
 - Marie Lauffer – Keyboard Instruction with Keyboard Lab- \$2,379.96
 - Mark Levy & Kirt Wahl – Physical Computing - \$1,079.00
 - Christine Rice – Christine Rice - \$3,000.00
 - Jenny Rostron – Greenhouse Renewal - \$2,500.00
 - Brianna Snel & Christin Walsh – Mobile Technology Classroom - \$5,000.00

16. **Recommend approval to purchase furniture for the renovation of the Elementary School Media Center as follows:**

Vendor	Purchase Amount	State contract/consortium #	Funded by:
Global Furniture Group c/o Feigus Office Furniture	\$18,971.67	ESCNJ 17/18-16	Referendum
Palmieri c/o Feigus Office Furniture	\$154,034.42	ESCNJ PAL	Referendum
Feigus Office Furniture	\$5,950.00	N/A	Referendum
Virco c/o Feigus Office Furniture	\$6,354.79	ESCNJ PAL	Referendum
JSJ Furniture Corp. DBA Izzy+ c/o Feigus Office Furniture	\$18,644.40	A81627	Referendum
Feigus Office Furniture	\$2,894.64	N/A	Referendum
Knoll, Inc. c/o Feigus Office Furniture	\$7,014.20	A81629	Referendum

Bid Acceptance
 MES Site
 Improvements
 Document 1

Your Way
 Construction
 Inc.
 MES Site
 Improvements
 Contract

C.O.W.
 Manasquan
 General Items
 #14 - #23

**NO ACTION
 TAKEN**

C.S.T.
 Evaluations

MES Education
 Foundation
 Grant Awards

MES Media
 Center
 Furniture
 Purchase

17. **Recommend** approval of the acceptance of the following Parent-Paid Tuition student at the Manasquan Elementary School for the 2018-19 school year, at the annual tuition rate of \$7,000.

- 7th Grade – Student ID# 241291

18. **Recommend** approval of the acceptance of the following student at the Manasquan Elementary School as a “Tuition Free: Child of a Staff Member” for the 2018-19 school year:

- Kindergarten – Student ID #313212

Professional Days

19. **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 7, 2018	Jaimee McMullen	Avon	Sending District Collaboration	Yes	None
June 2018 (Date – TBD)	Kimberly Murin	Monmouth County Location	Wilson Just Words Workshop	Yes	Registration-\$345.00
June 2018 (Date – TBD)	Deborah Kehoe	Monmouth County Location	Wilson Just Words Workshop	Yes	Registration-\$345.00
June 2018 (Date – TBD)	Elizabeth Walling	Monmouth County Location	Wilson Just Words Workshop	Yes	Registration-\$345.00
April 17-19, 2018	Kelly Balon	Whippany	Safety Care Crisis Workshop	No	Mileage-\$41.60 Registration-\$1325.00 Tolls - \$5.50

Student Action

Field Trips

20. **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 20, 2018	Ann Marie LaMorticella	G&T Grade 5	Sea Girt Elementary School	STEM Team Activity	No	None	None

Placement of Students on Home Instruction

21. **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:

None at this time

Placement of Students Out of District

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

Financials

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

NO ACTION
E.S. Parent-Paid Tuition Student

Tuition Free: Child of Staff Member Student

E.S. Professional Days

E.S. Field Trips

E.S. Home Instruction (No Report)

Out of District Placements

Financials
E.S. Central Funds Report

Mr. Pellegrino asked the board to review Manasquan/Sending District Items #24 through #44 that will be on the agenda next week for board approval. There were no questions from the board.

C.O.W.
Manasquan/
Sending
District
General Items
#24 - #44

MANASQUAN/SENDING DISTRICTS

General Items

24. 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).

**NO ACTION
TAKEN**

*Financial
Reports*

The Business Administrator/Board Secretary certifies that as of **MARCH 31, 2018** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

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 **MARCH 31, 2018** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

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

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

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

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

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

Confirmation of **Bills (Current Expense)** for **MARCH, 2018** at \$ and checks (#through #) and **(Capital Expense)** for **MARCH, 2018** at \$ and checks (#through #).

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

Adoption of 2018-2019 Budget

25. **Recommend** approval of the adoption of the final 2018-2019 School District budget as listed below and as per the advertised budget – Document :

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

26. **Recommend** approval of the Resolution determining to finance the acquisition and installation of a turf field and related work and equipment by means of an equipment lease purchase financing, in an amount not exceeding \$600,000, as per Document .

27. **Recommend** approval of the Resolution to purchase Electric Generation Services, as per Document (1) and Natural Gas Services, as per Document (2), through the Alliance for Competitive Energy Services (“ACES”) bid, effective from the date of adoption through May 2023.

28. **Recommend** approval of the following shared service programs to be provided to the district by Educational Data Services, Inc., for the 2018-2019 school year.
- New Jersey Cooperative Bid Maintenance Program \$5,270.00
 - Cooperative Skilled Trades, Compliance Services & Ancillary bids \$1,990.00

29. **Recommend** approval to solicit a Request for Proposal for Testing, Adjusting and Balancing Services in conjunction with the Renovations and Addition Project at the Manasquan High School. (Pending approval by the board attorney and New Road Construction).

30. **Recommend** approval to solicit a Request for Proposal for Financial Advisory Services from July 1, 2018 to December 31, 2018 (Pending attorney review and approval).

31. **Recommend** approval of the agreement with Duff & Phelps, for Fixed Asset Management & Insurance Solutions consulting services, for fiscal year ending June 30, 2018, in the amount of \$1,075.00.

32. **Recommend** approval of the acceptance of the following Parent Paid Tuition Students for the 2018-19 school year at Manasquan High School, at the annual tuition amount of \$7,000.
- R.O. – Grade 9 M.P. – Grade 9

33. **Recommend** approval of the Sale/Release and Indemnification Agreement between the Manasquan Board of Education and the East Orange School District, for the sale of various physical education and weight room equipment, in the amount of \$1,200.00, as per attached Document .

34. **Recommend** approval of Payment Application #6 from Kappa Construction Corp., in the amount of \$ _____, for the Manasquan High School Addition & Renovation project (pending attorney review).

NO ACTION
TAKEN

2018-19 Final
Budget

Turf Field Lease
Purchase

ACES – Natural
Gas Svcs. And
Electric
Generation
Svcs.

Educational
Data Services,
Inc.

RFP – Testing,
Adjusting &
Balancing
Services

RFP – Financial
Advisory
Services

Duff & Phelps –
Fixed Asset
Mgmt.

Parent-Paid
Tuition
Students

Sale/Release
Agreement – E.
Orange School
District

Pay App #6 –
Kappa
Construction
Inc.

- 35. **Recommend** approval of the Superintendent’s 2018-2019 Merit Goals.
- 36. **Recommend** approval of the *Revised 2017-2018 School Year Calendar* as per **Document**
- 37. **Recommend** approval of the application submission for the Toshiba America Foundation Grant. If awarded funding, monies will be used to purchase a Star Lab and accompanying materials.
- 38. **Recommend** approval of the application submission for the Ocean First Bank Model Classroom Grant.
- 39. **Recommend** approval to purchase furniture for the High School science labs and the technology suite as follows:

Supt. Merit Goals

2017-18 Revised Calendar

Toshiba America Found. Grant

Ocean First Bank Model Classroom Grant

H.S. Science Labs Furniture

Vendor	Purchase Amount	State contract/consortium #	Funded by:
Global Furniture Group c/o Feigus Office Furniture	\$53,134.81	ESCNJ 17/18-16	Referendum
Diversified Woodcrafts, Inc. c/o Feigus Office Furniture	\$39,278.08	PEPPM2016	Referendum
KI c/o Feigus Office Furniture	\$3,801.60	ESCNJ 17/18-16	Referendum

- 40. **Recommend** approval of the application for a cooperative sports program for the 2018-2019 and 2019-2020 school years, between Manasquan High School and Point Pleasant Beach High School to include gymnastics, bowling, swimming and ice hockey.
- 41. **Recommend** approval of the School Food Authority/Food Service Management Company renewal addendum between the Manasquan Board of Education and Simplified Culinary Services, Inc., which shall become incorporated and part of the Contract for Food Services entered into by the above parties on the 1st day of July 2014, witnesses that Simplified Culinary Services and the Manasquan Board of Education agree as follows:

2018-19 / 2019-20 Co-op Sports Program Pt. Pleasant Bch. H.S.

2018-19 Addendum – School Food Authority / Food Service Management Company

**MANASQUAN BOARD OF EDUCATION
SCHOOL FOOD SERVICE MANAGEMENT PROGRAM
2018-2019**

All management/administrative fees must be specifically stated in the body of the contract. Contract which provide for management fees on a cents per meal or flat fee basis are allowed. 7CFR 210.16(a).c.

This addendum begins on 7/1/2018 and ends on 6/30/2019

Simplified Culinary Services will collect a flat fee of \$21,000.00 annually.

Simplified Culinary Services guarantees a return of \$10,000.00

Above guarantees are based upon similar operating conditions as previous school year. Service will not be interrupted as a result of fire, work stoppage, strike or school closing. In the event any of the foregoing conditions are not met during the school year, Simplified Culinary Services' guaranteed obligation shall be reduced by an amount equivalent to any increase in expenses or decrease in revenues which are attributable to the changes in such conditions.

Professional Days

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

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
May 21, 2018	Claire Kozic	East Brunswick	Healthy Communities Meeting	Yes	Mileage - \$14.57
May 23, 24, 2018	Richard Read	Galloway	Anti-Bullying Workshop	No	Mileage-\$43.81 Registration- \$250.00 Hotel- \$100.00
June 6, 7, 8, 2018	Lynn Coates	Atlantic City	NJASBO Workshop	No	Registration - \$275.00 Parking - \$90.00
May 22, 2018	Tiffany Jaeger	Eatontown	Differentiation Strategy Workshop	Yes	Registration- \$100.00
May 22, 2018	Carlyann Eggie	Eatontown	Differentiation Strategy Workshop	Yes	Registration- \$100.00
March 15, 2018	Lesley Kenney	Brookdale College	Director Meeting	No	None
June 6, 2018	Joann Hall	Eatontown	Autism Workshop	Yes	Registration-\$100.00
April 12, 2018	Margaret Polak Patricia Gallant	East Windsor	SEMI Updates	No	Mileage- \$22.75
May 23, 24, 2018	Donald Bramley	Atlantic City	Anti-Bullying conference	No	Mileage-\$45.26 Registration- \$250.00 Hotel- \$99.08
April 20, 2018	Richard Coppola	Waretown	IPM Training	No	None
May 4, 2018	Barbara Kerensky	Monroe Twp	NJASA Strategic Planning	No	None

NO ACTION TAKEN

2018-19
Addendum –
School Food
Authority /
Food Service
Management
Company

H.S.
Professional
Days

Student Action
Field Trips

NO ACTION
TAKEN

H.S. Field Trips

43. Recommend approval of the field trips listed below:

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
April 27, 2018	Jill Santucci Brian Rostron Donya Manovill Kelly Balon Nurse (TBD)	Peers/ACE	Orchard Park	Team Building Socialization	Yes-3	None	None
April 19, 2018	Harry Harvey Leigh Busco Richard Coppola Nurse (TBD)	Introduction to Cinema	Mt. Laurel	Theater Presentation	Yes- 1	Bus - \$350.00	None
May 10, 2018	Pamela Puryear Jennifer Mura Margaret Polak	Special Education Lifeskills	ACME of Manasquan	Shopping Skills	No	None	None
June 13-19, 2018	Kristen Buss Joseph LaCarrubba Peter Cahill (or designee)	Surf Team	California	NSSA Surfing Competition	Yes-2	None	None

Placement of Students on Home Instruction

44. 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:

H.S. Home Instruction

- #2115 Grade 11 April 15, 2018 – May 15, 2018 (Medical)
- #182560 Grade 11 April 2, 2018 – May 1, 2018 (Medical)
- #21104 Grade 9 February 8, 2018 – April 20, 2018 (Medical)
- #182325 Grade 12 April 1, 2018 - May 1, 2018 (Medical)
- #203008 Grade 10 April 1, 2018 - May 1, 2018 (Medical)
- #182416 Grade 12 April 1, 2018 - May 1, 2018 (Medical)
- #192616 Grade 11 April 1, 2018 - May 1, 2018 (Medical)
- #182358 Grade 12 April 1, 2018 - May 1, 2018 (Medical)
- #182303 Grade 12 April 1, 2018 - May 1, 2018 (Medical)
- #20646 Grade 10 April 1, 2018 - May 1, 2018 (Medical)
- #213332 Grade 9 April 1, 2018 - May 1, 2018 (Medical)
- #2437 Grade 9 April 1, 2018 - May 1, 2018 (Medical)
- #2227 Grade 12 April 1, 2018 - May 1, 2018 (Medical)
- #192698 Grade 11 April 16, 2018 – May 16, 2018 (Medical)
- #192794 Grade 11 April 1, 2018 - May 1, 2018 (Medical)
- #182446 Grade 12 April 1, 2018 - May 1, 2018 (Medical)

Mr. Pellegrino asked if there was any Old or New Business to come before the board. Seeing none he opened second public forum.

45. **Old Business/New Business**

Old Business
New Business

46. Public Forum

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

Mr. Pellegrino asked for a motion to enter into Executive Session.

Motion was made by Mr. Sorino, seconded by Mr. Bolderman, and approved by voice vote of all those present in favor to enter into executive session at 7:24 p.m. MOTION CARRIED

Mr. Pellegrino said the board would not return to public session to take further action.

47. 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, Leave of Absence)
- ___ 9. Imposition of Penalties Upon an Individual

ITEMS DISCUSSED IN EXECUTIVE SESSION WILL NOT RESULT IN BOARD ACTION WHEN THE BOARD RECONVENES TO PUBLIC SESSION.

MANASQUAN

Personnel

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

MANASQUAN/SENDING DISTRICTS

Personnel

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

The board reconvened from closed session at 7:52 p.m.

Mr. Pellegrino asked for a motion to adjourn.

Public Forum
(No Comments)

Executive
Session

Meeting
Reconvened –
NO ACTION
TAKEN

Motion was made by Mr. Loffredo, seconded by Mrs. Bossone, and approved by voice vote of all those present in favor to adjourn the meeting at 7:53 p.m.

MOTION CARRIED

Adjournment

50. Adjournment

Motion to Adjourn

Respectfully submitted,



*Lynn Coates
Board Secretary*