

BOARD OF EDUCATION

Borough of Manasquan

The Combined Committee of the Whole Meeting and Regular Public Meeting of the Manasquan Board of Education was held in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, May 24, 2016.

The Board President, Mr. Pellegrino, called the meeting to order at 6:05 p.m. and read the Opening Statement.

1. Call to Order

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

Call to Order

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

2. Pledge of Allegiance

Pledge of Allegiance

3. Roll Call

Donna Bossone

Mark Furey (Belmar)- absent

Thomas Pellegrino

Martin Burns

Erik Gardner (SLH)- absent

Alfred Sorino

Eugene Cattani

Heather Garrett-Muly

Tedd Vitale (Brielle)

Linda DiPalma

Joseph Loffredo- absent

Colin Warren- absent

Roll Call

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

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.

Mission Statement

5. Statement to the Public

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

Statement to the Public

Mr. Pellegrino asked for a motion to accept and approve Item 6 – Acceptance of Minutes.

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

Discussion: None

Roll Call Vote: Ayes (7); Nays (0); Abstain (1) Mr. Vitale; Absent (4) Mr. Furey, Mr. Gardner, Mr. Loffredo and Mr. Warren.

MOTION CARRIED

Minutes

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Committee of the Whole and Closed Executive Session of April 19, 2016 and the Regular Public Meetings and Closed Executive Session of April 26, 2016. 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, on behalf of the board, thanked the students for serving as the student board representatives and attending meetings throughout the year to provide information on programs and events that were organized by the Student Council and Key Cub and participated in by the students and community.

7. Student Board Representative Report

Megan Gianforte reported that the plans for the senior class trip to Six Flags the first week of June are being worked on by the Student Council. The annual Mr. Manasquan program was recently held and the winnings will be donated to the American Cancer Society. Elections will be held for next year's representatives and executive board.

Julia Hohenstein reported that the Key Club conducted their last meeting today and the new executive board is in place for the next school year. Shawn Nolan said that the Key Club is wrapping up the 2015-16 school year and plans are underway to assist with the Fireman's Fair, Brielle Day and the Elk's Breakfast.

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

8. Presentations

Dr. Kasyan welcomed everyone and thanked the administrators, teachers, parents and students for attending this evening's meeting. He said that there are many recognitions this evening as well as a focus on the district's Strategic Plan. Dr. Kasyan explained that the students of the month are recognized for demonstrating excellence above and beyond, are academically motivated and demonstrate leadership in and out of the classroom and have a positive school attitude with involvement in extracurricular activities. He thanked the administrative team and teachers for instilling this in the students.

Dr. Kasyan recognized and congratulated the following high school students of the month and presented them with a certificate and Walter Bucks.

- **High School Students of the Month for April** – Kiera Mulroy, Senior – Daley McCallum, Junior – Jack Tomkiel, Sophomore – Elise Schmieder, Freshman

Dr. Kasyan recognized and congratulated the high school teacher of the month, James Mawn. Mr. Mawn could not be in attendance this evening.

- **High School Teacher of the Month for April**– James Mawn

Dr. Kasyan recognized and congratulated the elementary school student of the month and presented her with a certificate and Walter Bucks.

- **Elementary School Student of the Month for April** – Emily Marie Kave

Dr. Kasyan recognized and congratulated the elementary school teacher of the month, Kelly Burke, and presented her with a certificate.

- **Elementary School Teacher of the Month for April** – Kelly Burke

Dr. Kasyan recognized and congratulated the Elks Elementary School student of the month and presented her with a certificate and Walter Bucks.

- **Elks Elementary School Student of the Month for May**– Abigail Stevens

Minutes
(continued)

Student Board
Representative
Report

Presentations

Students and
Teachers of the
Month

Dr. Kasyan recognized and congratulated the Elks Teenager of the Month and presented her with a certificate and Walter Bucks.

- **Elks Teenager of the Month for May – Maura Farragher**

Dr. Kasyan acknowledged and thanked the Student Board Representatives and presented them with certificates and Walter Buck. The students were also presented with their nameplates.

- **Student Board Representatives**
 - Shawn Nolan, Key Club
 - Julia Hohenstein, Key Club
 - Matthew DelGuercio, Student Council
 - Megan Gianforte, Student Council

Dr. Kasyan introduced and congratulated the Support Staff Employees of the Year, Catherine King from the elementary school and Dorothy Gerlach from the high school and presented them with a plaque.

- **Support Staff Employee of the Year**
 - Catherine King – Elementary School
 - Dorothy Gerlach – High School

Dr. Kasyan congratulated Gabrielle Roe for receiving Honorable Mention in the New York Times Student Editorial Contest. Her essay was ranked as one of the top 54 essays in over 6,300 student editorials submitted worldwide. Gabrielle was unable to attend the meeting.

- **Student Editorial Contest, Honorable Mention – Gabrielle Roe**

Dr. Kasyan read an email received from Tyler Bradley's father thanking the board for recognizing Tyler on his acceptance in the Naval Academy. Mr. Bradley also thanked the staff members who wrote letters of recommendation for Tyler and encouraged him to challenge himself while in high school. Dr. Kasyan recognized and congratulated Tyler Bradley on his acceptance to the Naval Academy. Tyler expressed his thanks to the board, teachers and coaches.

- **Naval Academy Class of 2021 – Tyler Bradley**

Dr. Kasyan recognized and congratulated Andrew Bilodeau, Coach of the Year.

- **Coach Recognition**
 - Andrew Bilodeau – Coach of the Year

Dr. Kasyan recognized and congratulated Teresa Trumpbour on her many accomplishments and awards. Ms. Trumpbour invited all to attend the fine arts night on June 7th at the elementary school.

- **Award Recognition - Teresa Trumpbour**

Dr. Kasyan recognized the elementary school PowerSave students and presented them with certificates. The elementary school Green Team provided a presentation and video on the energy audits they conducted in the school through the PowerSave program, with the assistance of the advisor, Carrie Eastmond.

Dr. Kasyan recognized the high school PowerSave students and asked the advisors Amy Edwards, Tom Glenn and Eric Wasnesky to assist with the distribution of certificates. Mr. Glenn spoke on behalf of the team and complimented their efforts made in conducting audits and monitoring the program throughout the high school. He was informed that the Manasquan High School has saved more energy than any other school in the program. The high school students presented a video created by team member, Joe Maimone, demonstrating utilization of electricity and ways to be energy efficient.

Dr. Kasyan complimented the teams and their efforts and concern with energy conservation.

Presentations

Elks Teenager
of the Month

Student Board
Representative
Recognition

Support Staff
of the Year

Student
Editorial
Contest Winner

Tyler Bradley
Naval Academy
Class of 2021

Coach of the
Year

T.Trumpbour
Award
Recognition

- **PowerSave Presentation** – presented by Carrie Eastmond, Amy Edwards, Tom Glenn, Eric Wasnesky and the PowerSave students:

MES

Dori Donadeo	Sydney Taft	Katherine Vogel
Meghan Cattani	Jake Edwards	Matthew Rose
Michael Cafiero	Madelyn Dingler	Ryan Dettlinger
Ella Cafiero	Kimberly Cruz	Luis Morales
Delaney Niebo		

MHS

Anna DePalma	Maura Farragher	Maddie Harkness
Kelli Finn	Ally Kaden	Steve Knight
Greg Love	Sara Lynch	Joe Maimone
Teano Manfredi	Matilda Marks	Ryan McNamara

Matthew DelGuercio arrived during the PowerServ Presentation and Dr. Kasyan presented him with a certificate of appreciation and thanked him for serving as the Student Board Representative.

Dr. Kasyan continued with the Strategic Planning Presentation that included an update from the subcommittees on the status of achieving the strategic plan goals. Dr. Kasyan and Mr. Place opened the presentation with the Group 1 report on Communication and Engagement. Mr. Coppola provided a report on Group 2's goal that focused on increasing instructional opportunities throughout the district. Dr. Kasyan introduced Mr. Cahill who presented an update on Group 3's goal that focused on providing extra-curricular opportunities to the students. Brett Lomas provided information on the redesign of the district's webpage that will provide information on the extra-curricular opportunities available to the students. Dr. Kasyan introduced Susan Barker Smith and Nancy Sanders who presented an update on Group 4's goal that focused on Health, Safety and Security that will foster a supportive environment for all students. Dr. Kasyan introduced Mr. Coppola who presented the update, on behalf of Mr. McCarthy, on Group 5's goal that focused on maintaining and enhancing facilities to meet current and future needs of all stakeholders. Dr. Kasyan introduced the members of Group 6. Their update was presented by Justin Roach, Brett Lomas and Lisa Kukoda and focused on providing staff and faculty with an innovative, efficient and effective approach to instruction and operations. Dr. Kasyan complimented and thanked all of the presenters for their efforts in putting together this plan. He also thanked the board of education for providing support to make this possible. A copy of the Strategic Planning Presentation will be included in the formal minutes.

- **Strategic Planning Presentation** – presented by the Strategic Planning Subcommittees

Group 1 - Matt Mannion, Catherine Mellon, Joan Akins, Chris Muly, Lynn McCabe

Group 2 - Rich Kirk, Joanne Gray, Rick Coppola, Colleen Graziano

Group 3 - Heather Garrett-Muly, Ryan Basaman, Peter Cahill, Tim Clayton

Group 4 - Lynn Coates, Sue Barker Smith, Nancy Sanders, Lynn McCabe

Group 5 - Rich Read, Pete Cahill, Don Bramley, Sean McCarthy

Group 6 - Craig Murin, Justin Roach, Brett Lomas, Barbara Kerensky, Margaret Polak, Lisa Kukoda

Mr. Pellegrino turned the floor over to Dr. Kasyan for a review of the discussion items that will be included on tonight's agenda.

9. Discussion Items for May 24, 2016 Agenda

- **Education, Curriculum & Technology**
 - **MESEF request for matching funds**

Dr. Kasyan reported that a request for matching funds has been received from the Manasquan Elementary School Education Foundation to assist with the purchase of a laptop cart in the elementary school in the amount of \$7500.

C.O.W. Discussion
Items

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

- **Policy – Agenda Items ***

Policy

- **Be Proud Program**

Be Proud Program

Dr. Kasyan referred to minutes from the Random Drug Testing Committee that indicated the committee's decision to introduce a voluntary program to be developed by the Manasquan administration to something similar to the Wayne Public School's program. He said the program will be developed to what the administration and professionals feel is best for Manasquan and will reduce somewhat the punitive aspects and feature rehabilitation and parental involvement on a voluntary basis. Dr. Kasyan said there are many factors that must be followed by the district and these factors are included in the voluntary random drug testing policy that has been provided to the board. Dr. Kasyan asked the board to consider moving forward at the June meeting with the Warrior Pride Program or the Be Proud Program in accordance with policy. Dr. Kasyan clarified that participation in sports does not mandate participation in this program. He said there will be a mandatory meeting for all incoming 9th grade students and parents that will outline the program at which time they will be given the opportunity to sign up for the program. A forum will be held with either the building principal or the substance abuse counselor for anyone not in attendance at the mandatory meeting. A discussion took place on how to address the mandatory attendance requirement. Dr. Kasyan would like to have this on the agenda for board approve in June.

- **The board has begun the board self-evaluation and Superintendent evaluation process**

Board Self-
Evaluation and
Superintendent's
Evaluation

Mr. Pellegrino reminded the board that the board self-evaluation and Superintendent Evaluation is available online for completion by May 31st.

- **Policies for Second Reading and Adoption *:**

Policies
2nd Reading and
Adoption

- **R 5612** – Assaults on district board of education members or employees (M)
 - **P & R 5613** – Removal of students for assaults with weapons offenses

Dr. Kasyan said there would be policies on the agenda for second reading and adoption.

- **Finance**

Finance
Trash Collection
Bid

- **Trash collection bid**

Mrs. Coates reported that a bid opening was held last Friday for the district's trash collection services with participation of two vendors, Waste Management and Republic Services of New Jersey. The low bid was Waste Management and after review by the board attorney the bid was found to be compliant. A recommendation is on tonight's agenda for approval of the 2016-2017 contract with Waste Management in the amount of \$16,531.95, with the option of two (2) one-year renewals.

- **Food service contract 16-17**

2016-17 Food
Service Contract

Mrs. Coates said the addendum contract between the board of education and Simplified Culinary Services for 2016-2017 is included in the agenda for approval by the board. This is the second addendum year to the original contract executed in 2014-2015. The management fee of \$21,000 and the return to the district of \$10,000 both remain the same. The lunch prices will also remain the same for the 2016-17 school year.

- **Buildings & Grounds**

Buildings &
Grounds
Secure Vestibule
Schematics

- **Secure Vestibule Schematics**

Mrs. Coates reported that after visiting the high school and elementary school Garrison Architects have prepared three schematics for the secure vestibules in each building for review. She and Dr.

Kasyan met with the building principals, Mrs. Kerensky, Mr. Place, Mr. Bigley and Mr. Clayton to review the pros and cons of the three options. She said that the options chosen have been posted under virtual handouts on OneNote. Garrison Architects will finalize the bid specifications and provide a construction schedule.

Dr. Kasyan concluded the Discussion portion of the meeting and moved forward with the Superintendent's Report.

10. Superintendent's Report & Information Items

- Enrollment – **Document A**

Dr. Kasyan reported a total district enrollment of 1606 with 959 students in the high school and 647 students in the elementary school, as specified in Document A.

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

Dr. Kasyan reported on the fire drills conducted in both schools that fulfils the state requirements, as specified in Document B.

- HIB Report, December — **Document C**

Dr. Kasyan reported that there was one confirmed HIB incident at the elementary school with counseling provided to the student by the school counselor in addition to utilization of the Character Education HIB Project for Positive Peer Interaction. He reported that there were three incidents at the high school with two not considered HIB and one confirmed HIB incident with counseling provided to the student by the school counselor, as specified in Document C.

Dr. Kasyan concluded the Superintendent's Report.

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

Recommend approval and acceptance of the Superintendent's Report.

Motion was made by Mr. Sorino, seconded by Mr. Cattani, to approve and accept the Superintendent's Report.

Discussion: Dr. Kasyan acknowledged that Mr. McCarthy was now present and he thanked him for his participation and efforts on the strategic plan committee.

*Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (4) Mr. Furey, Mr. Gardner, Mr. Loffredo,
Mr. Warren* **MOTION CARRIED**

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 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 comments from the public.

Secure Vestibule
Schematics

Superintendent's
Report
Enrollment
Document A

Attendance, Fire
Drill, Suspension &
Tardy Report
Document B

HIB Report
Document C

Acceptance of
Superintendent's
Report

Public Forum on
Agenda Items

Mr. Pellegrino continued with the Manasquan General Items and asked if the board was in agreement to group Items #12 through #36 for approval. Seeing none he asked for a motion to approve Items #12 through #36.

Manasquan
General Items #12
through #36

Motion was made by Mr. Burns, seconded by Mrs. Bossone, to approve Manasquan General Items #12 through #36.

Discussion: None

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (2) Mr. Loffredo and Mr. Warren

MOTION CARRIED

MANASQUAN
General Items

12. 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).**

Financial Reports

The Business Administrator/Board Secretary certifies that as of **April 30, 2016** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Secretary's
Certification

Be it Resolved; that the amount of district taxes, inclusive of debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,692,111.50** 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

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 **April 30, 2016** 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 the
Secretary's
Certification

Recommend acceptance of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **April 30, 2016** per **Document D**. (The Treasurer of School Moneys Report for the month of **April 2016** is on file in the Business Office and is in balance with the Secretary's Report).

Secretary's
Financial &
Investment Report
Document D

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we the members of the Board of Education of the Borough of Manasquan, County of Monmouth, after having reviewed the Report of the Secretary and upon consultation with the appropriate officials, certify that as of **April 30, 2016** it is to the best of our knowledge that no major account fund has been expanded and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and that the Board of Education further approves the transfers made with line item accounts of the current expense portion of the **2015-2016 budgets for April and May** as recommended by the Superintendent of Schools, as per **Document D**.

Budget
Certification
Document D

Recommend acceptance of the **Elementary School Central Funds Report** for the month ending **April 30, 2016** as per **Document E**.

E.S. Central Funds
Report
Document E

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

Purchase Orders
Document E

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

Cafeteria Report
Document G

Be It Resolved: that the **Bills (Current Expense)** in the amount of **\$1,405,214.54** for the month of **May 2016** be approved. Records of checks (#38159 through #38255) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for **April 2016** at **\$2,292,346.51** and checks (#38015 through #38158).

13. Recommend approval of the Superintendent's 2016-2017 revised Merit Goals.

14. Recommend approval of the District Nursing Services Plan as per **Document H**.

15. Recommend approval of the acceptance of the second reading and adoption of the following policies, as per **Document I**:

- R 5612 – Assaults on district board of education members or employees (M)
- P & R 5613 – Removal of students for assaults with weapons offenses

16. Recommend approval authorizing execution and delivery of the Grant Agreement for the following: Manasquan Elementary School- Project Description: Window Replacement, Part 1 – DOE Project #: 2930-060-14-1010; SDA Project #: 2930-060-14-G2CO – Grant # G5-5488: Total Project Cost: \$154,537 – Grant Amount: \$61,815.

17. Recommend approval of the Delegation of Authority to the School Business Administrator for supervision of the School Facilities Project: Manasquan Elementary School- Project Description: Window Replacement, Part 1 – DOE Project #: 2930-060-14-1010; SDA Project #: 2930-060-14-G2CO – Grant # G5-5488: Total Project Cost: \$154,537 – Grant Amount: \$61,815.

18. Recommend approval of the acceptance of two (2) tuition free students of staff members in the kindergarten class at Manasquan Elementary School for the 2016-2017 school year, in accordance with the MEA/MBOE Negotiated Agreement (A.K. and C.F.).

19. Recommend approval to authorize the School Business Administrator to release bid specifications once reviewed by board solicitor for the following projects:

- Elementary School Window Replacement (1st phase)
- Elementary School Secure Vestibule

20. Recommend approval of the acceptance of the Power Save grant award stipend check, in the amount of \$500 to be distributed to the following Power Save Advisor, as required program benchmarks are achieved. The grant award was previously approved to be accepted as a \$500 VISA Gift Card on March 22, 2016.

- Carrie Eastmond

21. Recommend approval of the agreement with Duff & Phelps, to provide the Manasquan Board of Education with updating of the fixed asset accounting ledger for accounting and financial reporting as of June 30, 2016, in the amount of \$1,000.

22. Recommend approval of the Tax Levy Revenue Schedule for the period July 1, 2016 through June 30, 2017, as per attached **Document J**.

23. Be It Resolved that the Manasquan Board of Education hereby approves the Settlement Agreement, OAL Agency Ref. No.: 2016-23751, for the Special Education Matter, and further authorizes the Board President to execute the document to effectuate the settlement.

Bills

*Confirmation of
Bills*

*2016-17
Superintendent's
Merit Goals*

*District Nursing
Plan – Doc. H*

*2nd Reading &
Adoption of Policies
Document I*

*E.S. ROD Grant
Agreement –
Window
Replacement*

*E.S. ROD Grant –
Delegation of
Authority –
Window
Replacement*

*Acceptance of
Tuition Free Staff
Members Students
2016-17 SY*

*Bids
E.S. Window
Replacement &
E.S. Secure
Vestibule*

*PowerSave Grant
Award Stipend
Check Acceptance*

*Duff & Phelps –
Fixed Assets
Program*

*2016-2017 Tax
Levy Revenue
Schedule*

*Legal Settlement
Agreement*

24. Recommend approval of the Request for Obsolete Equipment Disposal, for name plates for exiting board members and student board representatives, and Shredder – model #HSM125C, as per **Document K**.

*Disposal of
Obsolete
Equipment*

25. Recommend acceptance and approval of the following:

*Acceptance of
funds from MESEF*

- Check in the amount of \$420 from the Manasquan Elementary School Education Foundation to be used for the purchase of additional equipment needed for the Keyboard Instruction and Lab Grant.
- Refund to the Manasquan Elementary School Education Foundation in the amount of \$850 for a trip Mr. Januario cannot run this school year. An alternate trip will be run by the elementary school.

*Refund of funds to
MESEF*

26. Recommend approval of a Psychiatric Evaluation, to be conducted by **Dr. Zaidi of Freehold Child Diagnostic Center**, for student #251739, not to exceed \$500.00.

*Dr. Zaidi, Psych
Evaluation*

27. Recommend approval of a Neurodevelopmental Evaluation, to be conducted by **Dr. Jesse Mintz of Neuro-Developmental Pediatrics**, for student #251739, not to exceed \$450.00

*Dr. Mintz, Neuro-
developmental
Evaluation*

28. Recommend approval of **Monica Peters**, to conduct a Bilingual Psychological Evaluation at a rate of \$495.00, and **Nilda Collazo**, to conduct a Bilingual Speech/Language Evaluation at a rate of \$550.00 for pre-school student #323173 as part of a Child Study Team Evaluation.

*M. Peters, Bilingual
Psych. Evaluation*

29. Recommend approval of **Dr. Smoller**, Developmental Pediatrician, to conduct a developmental pediatric evaluation at a rate of \$500.00 for elementary school student #313171 as part of a Child Study Team Evaluation.

*Dr. Smoller,
Pediatric
Evaluation*

30. Recommend approval of **Maureen T. Kelley, LLC** to work as School Psychologist consultant for an additional 7 hours per week at a rate of \$58.00 per hour effective 5/25/16 to 6/30/2016 as family leave replacement coverage (4396).

*M. Kelly, School
Psych. Consultant*

31. Recommend approval of **Jillian McManus**, a **Seton Hall University** student, to complete her school psychology practicum (600 hours) beginning July 1, 2016 to June 30, 2017.

*J. McManus,
School Psych.
Practicum*

32. Recommend approval to purchase the following instructional and administrative software titles, subscriptions and renewals. These purchases do not have an applicable State Contract and the purchase qualifies as exempt per 18A:18A-5(19). All contracts will be reviewed by board solicitor.

*Instructional &
Administrative
Software,
Subscriptions,
Titles and
Renewals*

Product/Title	Vendor	Amount (Not to Exceed)
Systems 3000 Accounting, Payroll, HR, & Employee Portal	Systems 3000	\$24,500.00
Genesis Student Information System and Staff Management	Genesis Educational Services	\$14,290.00

IEP Direct	Centris Group	\$11,322.39
Naviance	Hobsons	\$10,289.00
Web-Based MAP (Measures of Academic Progress)	NWEA	\$9,747.00
Canvas LMS	Instructure	\$9,170.00
SchoolWires Web Hosting/Software Subscription	Blackboard	\$8,710.26

Instructional & Administrative Software, Subscriptions, Titles and Renewals

Professional Days

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

E.S. Professional Days

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
May 13, 2016	Nancy Sanders Jesse Place	Sea Girt	CEP Annual Training	No	Registration - \$25.00
June 16, 2016	Heather Saake Danielle Romano Lauren Buss Donna Mead Michele Sayre Kate Snowden Teresa Innarella Valerie Deantonio Carmen Rodriguez Kindle Kuriscak Christin Walsh Karen Crawley Nancy Knitter	MES	Wilson Training	Yes-9	\$2200.00
June 7, 2016	Margaret Polak	Piscataway	MRESC – Non Public Consultation	No	Mileage - \$26.54
May 4, 2016	Jill Wells	Spring Lake	Optometrist Occupational Therapy issues	No	None
May 25,26, 2016	Amy Young	Atlantic City	Guidance	No	Registration - \$225.00
July 11-12, 2016	Christin Walsh	Boston, MA	Wilson Leadership Conference	No	Registration-\$389.00 (Title II Funds)

Student Action**Field Trips***E.S. Field Trips***34. 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>
June 2, 2016	Jennifer Dyer Sarah Demicco Danielle Romano	Special Education	Squan Tavern	Life Skills	No	None	Stud. Funds
June 9, 2016	Jennifer Dyer Sarah Demicco Danielle Romano	Special Education	Mac's Pond	Social Skills	No	None	None
May 23, 2016	Jessica Ciriello	Financial Literacy	Galloway	Game Recognition	No	Bus-\$375.	None
June 17, 2016	Laura Wahl Grade 7 Teachers Grade 8 Teachers	Grade 7 Grade 8	Manasquan Beach	Beach Sweep	Yes-2 Nurse -1	None	None
To Be Determined	Marie Lauffer Kristine Sliwoski	Music/ Drama	Manasquan First Aid	Community Perform.	No	None	None
May 18, 2016	Catherine Taft	Grade 4	Spring Lake Heights	Spelling Bee	Yes-1	None	None
June 1, 2016	Oriana Kopec Nancy Sanders Heather Saake	Gr. 6-8 Student Council	Jackson, NJ	Spring Award Ceremony	Yes-2	None	Stud. Funds
May 25, 2016	AnnMarie Morticella Rosa Russo	Grade 8 World Language	Ellis Island	Museum Tour	Yes-2	Bus - \$440.	None
June 10, 2016	Margaret Polak Heather Saake Valerie Deantonio Melissa Mazza	Grade 3 Special Education	Spring Lake Heights	Unified Sports Day Particip.	Yes-3	Bus - \$225.	None
June 2, 9, 16, 2016	Sandy Hill	Kindergarten	Manasquan Library	Library skills	No	None	None

Placement of Students on Home Instruction

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

#212390

Grade 7

May 12, 2016 – To Be Determined (Medical)

*E.S. Home Instruction***Placement of Students Out of District**

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

Out of District Placements Document L

Mr. Pellegrino continued with the Manasquan/Sending District General Items and asked if the board was in agreement to group Items #37 through #46 for approval. Seeing none he asked for a motion to approve Items #37 through #46.

*Manasquan /
Sending District
Items #37 through
#46*

Motion was made by Mrs. DiPalma, seconded by Mr. Burns, to approve Manasquan/Sending District General Items # 37 through #46.

Discussion: Mrs. DiPalma asked if the board would be notified of any staff being hired in between scheduled board meetings. Dr. Kasyan said that if there is a need to hire in a timely manner prior to a scheduled meeting he will be notifying the board.

*Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (4) Mr. Furey, Mr. Gardner, Mr. Loffredo,
Mr. Warren* *MOTION CARRIED*

MANASQUAN/SENDING DISTRICTS

General Items

- 37. Recommend** approval authorizing execution and delivery of the Grant Agreement for the following: Manasquan High School – Project Description: Entrance modifications for security – DOE Project # 2930-050-14-4008; SDA Project #: 2930-050-14-G2CN – Grant # G5-5487: Total Project Cost: \$66,320 – Grant Amount \$26,528.

*H.S. ROD Grant
Agreement –
Entrance
Modifications for
Security*

- 38. Recommend** approval of the Delegation of Authority to the School Business Administrator for supervision of the School Facilities Project: Manasquan High School – Project Description: Entrance modifications for security – DOE Project # 2930-050-14-4008; SDA Project #: 2930-050-14-G2CN – Grant # G5-5487: Total Project Cost: \$66,320 – Grant Amount \$26,528.

*H.S. ROD Grant
Delegation of
Authority –
Entrance
Modifications for
Security*

- 39. Recommend** approval to authorize the School Business Administrator to release bid specifications once reviewed by the board solicitor or obtain quotations for the following projects:

*Bids
H.S. Vestibule*

- High School Vestibule
- Field Sod and Irrigation
- Track Resurface

*Field Sod &
Irrigation*

Track Resurface

- 40. Recommend** approval of the acceptance of the New Jersey Schools Insurance MOCSSIF Sub Fund Safety Grant, in the total grant award of \$2,622. These funds will be used to purchase a radio system control station module that will be installed at the Manasquan Police Headquarters to provide direct communication between the school district and the police department via our radio system. This purchase has been recommended by Mr. Timothy Clayton, School Safety Officer.

*MOCSSIF Safety
Grant*

- 41. Recommend** approval of the acceptance of the Power Save grant award stipend checks in the amounts listed below to be distribute to the following Power Save Advisor(s) as required program benchmarks are achieved The grant award was previously approved to be accepted as a \$500 VISA Gift Card on March 22, 2016:

*PowerSave Grant
Award*

- Amy Edwards \$166.67
- Tom Glenn \$166.67
- Eric Wasnesky \$166.66

- 42. Recommend** approval of the Food Service Management Company 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:

2016-2017 Food
Service
Management
Company
Addendum

Simplified Culinary
Services

**MANASQUAN BOARD OF EDUCATION
SCHOOL FOOD SERVICE MANAGEMENT PROGRAM
2016-2017**

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 7/1/2016 and ends on 6/30/2017

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.

- 43. Recommend** approval to authorize the Superintendent of Schools to hire staff members in between scheduled board meetings and prior to board of education approval.

Authorization to
hire in between
BOE Meetings

- 44. Recommend** acceptance of bids and approval of the contract for Trash Collection Services to Waste Management, 107 Silvia Street, Ewing, NJ 08628, for the 2016-2017 school year, in the Base Bid One-Year amount of \$16,531.95, with the option for two (2) one-year renewals, as per Document 1.

Acceptance of Bids
and Award of
Contract
Trash Collection
Services

- 45. Recommend** approval to accept the following services and/or materials donated and/or volunteered by the Popovitch family on or around Saturday, May 21st:

Acceptance of
Donated Services
and/or Materials:
Popovitch Family
H.S. Garden

- Manasquan High School's School Garden: lumber, soil, manure, garden screening, sand, labor in the sum of **\$6,000.00**

- 46. Recommend** approval of the creation of Central Fund account for the following:

H.S. Central Fund
Girls Basketball

- Girls Basketball

Mr. Pellegrino continued with the Manasquan/Sending District General Items and asked if the board was in agreement to group Items #47 through #50 for approval. Seeing none he asked for a motion to approve Items #47 through #50.

Manasquan /
Sending District
Items #47 through
#50

Motion was made by Mrs. Garrett-Muly, seconded by Mr. Sorino, to approve Manasquan/Sending District Items #47 through #50.

Discussion: None

*Roll Call Vote: Ayes (8); Nays (0); Abstain (*1); Absent (4) Mr. Furey, Mr. Gardner, Mr. Loffredo, Mr. Warren*

**Mrs. Garrett-Muly abstained only on Richard Read in Items #47 and #48*

MOTION CARRIED

Professional Days

47. **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>
July 17-21, 2016	Richard Read	Orlando, FL	Academy of Finance Development	No	Airfare - \$650.00 Mileage-\$79.95 Parking-\$132.00 Hotel Transport - \$110.00 Hotel -\$409.80 Meals-\$236.00 Registration-\$625.00
June 15, 2016	Amy Edwards Eric Wasnesky Thomas Glenn Carrie Eastmond Lynn Coates	MHS	Power Save Grant Meeting	Yes-3	None
June 1, 2016	Dr. Frank Kasyan Timothy Clayton	Sayreville	Bomb Threat Planning	No	Mileage - \$20.95 each
August 8,9,10, 2016	James Egan	Galloway	Group Policy Master Class	No	Registration - \$900.00 Mileage – 115.51
June 3, 2016	Lisa Kukoda	Oradell	Technology Coach Meeting	No	Mileage-\$45.07 Tolls-\$10.00
July 17-21, 2016	John Driscoll	Orlando, FL	NAF Annual Conference	No	Airfare -\$650.00 Mileage-\$79.95 Parking-\$132.00 Airport Transport - \$110.00 Hotel-\$409.80 Meals-\$236.00 Registration-\$625.00

Student Action**Field Trips**

H.S. Field Trips

48. **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>
June 6, 2016	Jill Santucci Jeffrey DeMuro Alicia Narucki Dina Elms Nancy Sanders Leigh Busco	Peer Leaders Program	Neptune	Leader Transition	Yes-2	Bus - \$750	None
June 8-14, 2016	Kristen Buss Joseph LaCarrubba	Surf Team	California	NSSA Surfing Competition	Yes-1	None	None
December 26-31, 2016	Lisa Kukoda	Girls' Basketball Team	Orlando, FL	National Competition	No	None	Student Funds

June 2, 2016	John Driscoll Richard Read Robert Waldeyer	Grade 9-10 Academy of Finance	Monroe, NJ	Make-A-Wish Foundation	Yes-3	None	AOF Funds
June 13, 2016	Claire Kozic Eric Wasnesky Kevin Hyland Lauren Duggan	Academy of Health Careers	Orchard Park	Academy of Health Careers Picnic	Yes-3	None	None
June 9, 2016 or alternate date	Maria Eldridge Lisa Crowning Kristen Radzinsky Chris Craig Marisa Marco Meredith Heeter Lauren Duggan	Grade 12	Jackson	Senior Class Trip	Yes 8-10	3 Buses \$1,000	Student Funds

H.S. Field Trips
(Continued)**Placement of Students on Home Instruction**

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

#183168

Grade 11

May 13, 2016 – June 22, 2016 (Medical)

H.S. Home
Instruction**Financials**

50. **Recommend acceptance** of the following **High School Central Funds Report** for the month ending **April 30, 2016 as per Document 2.**

H.S. Central Funds
Report
Document 2

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

51. Old Business/New BusinessOld and New
Business

Under New Business – Mr. Sorino asked if there was any update to report on the Senior Walk that he and Dr. Kasyan had discussed during their one on one meeting. Dr. Kasyan asked Mr. McCarthy to explain the concept of the Senior Walk. Mr. McCarthy said the event involves the graduating seniors walking in their caps and gowns through the elementary school halls that display the college banners of the schools the seniors will attend to the cheers of the elementary school students sitting along the hallway. He said since the graduation is conducted in the evening this would have to take place when the seniors receive their caps and gowns. He said they are still working on getting some of the banners. Discussion took place on possibly having the elementary school students create the school banners. Mrs. DiPalma asked if this could also be done in the elementary school with the graduating 8th grade students.

Mrs. Garrett-Muly commented on the very moving letter in the Friday Packet from the lacrosse coach. Dr. Kasyan agreed and suggested having it read at the next meeting.

Mr. Pellegrino opened the second public forum.

52. Public Forum

Public Forum

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

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

53. Executive Session

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

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

WHEREAS, the length of the Executive Session is estimated to be 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
- X 4. Collective Bargaining (MAA Negotiations Update)
- _____ 5. Acquisition of Real Property or Investment of Fund
- _____ 6. Public Safety Procedures
- _____ 7. Litigation or Contract Matters or Att./Client Privilege
- X 8. Personnel Matters (Hiring, Retirements)
- _____ 9. Imposition of Penalties Upon an Individual

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

Mr. Pellegrino said the board would be returning to take further action after executive session.

Motion was made by Mr. Burns, seconded by Mr. Sorino, and approved by voice vote of all those present in favor to enter into executive session at 8:01 p.m.

Discussion: None

MOTION CARRIED

*Motion to Enter
Executive Session*

Mr. Pellegrino asked for a motion to reconvene the meeting.

Motion was made by Mrs. Bossone, seconded by Mr. Cattani, and approved by voice vote of all those present in favor to reconvene the meeting at 8:20 p.m.

Discussion: None

MOTION CARRIED

*Motion to
Reconvene*

Mr. Pellegrino asked for a motion to approve Manasquan Item #54.

Motion was made by Mrs. Garrett-Muly, seconded by Mrs. Bossone, to approve Manasquan Item #54 – E.S. Personnel, as specified in Document M.

Discussion: None

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (2) Mr. Loffredo, Mr. Warren

MOTION CARRIED

*E.S. Personnel
Document M*

Personnel

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

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Item #55.

Motion was made by Mrs. Bossone, seconded by Mr. Cattani, to approve Manasquan/Sending District Item #55 – H.S. Personnel, as specified in Document 3.

Discussion: None

*Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (4) Mr. Furey, Mr. Gardner, Mr. Loffredo,
Mr. Warren*

MOTION CARRIED

H.S. Personnel
Document 3

Personnel

55. Recommend approval of the High School personnel as per **Document 3**.

Mr. Pellegrino asked for a motion to adjourn.

Motion was made by Mr. Cattani, seconded by Mr. Sorino, and approved by voice vote of all those present in favor to adjourn the meeting at 8:22 p.m.

Discussion: None

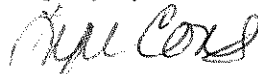
MOTION CARRIED

Adjournment

56. Adjournment

Motion to Adjourn

Respectfully submitted,



*Lynn Coates
Board Secretary*