

BOARD OF EDUCATION  
Borough of Manasquan

*The Combined Committee of the Whole and Regular Public Meeting of the Manasquan Board of Education was held in the Manasquan High School Charles Raffetto Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, June 11, 2019.*

*The Board President, Mr. Cattani, 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. Cattani 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)-absent</i>	<i>Anne McGarry (SLH)-absent</i>
<i>Donna Bosson</i>	<i>Terence Hoverter</i>	<i>Alexis Pollock</i>
<i>Martin Burns</i>	<i>Dennis Ingoglia (Brielle)</i>	<i>Alfred Sorino</i>
<i>Eugene Cattani</i>	<i>Joseph Loffredo</i>	<i>Colin Warren</i>

*Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Michael Gross, Board Attorney, Gabrielle Pettineo, Board Attorney; Lesley Kenney, Director of School Counseling Services; Barbara Kerensky, Director of Curriculum and Instruction; Jesse Place, Director of Technology and Human Resources; Sandi Freeman, Recording Secretary; Kennedy Miller, Mary Mills and Casey Campbell, Student Board Representatives. Absent: Finn Cuozzo*

*Brielle Board of Education Alternatives Representatives: Stephen LaValva and Tedd Vitale were not in attendance.*

*Quorum Reached*

*Mr. Cattani 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 Combined Committee of the Whole and Regular Board meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After discussion during the Committee of the Whole portion of the meeting, the matter is focused on during the Regular Public Board Meeting agenda and presented to the Board of Education for a vote.

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

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

*Roll Call Vote: Ayes (8); Nays (0); Abstain (2) Mr. Burns, Mr. Loffredo; Absent (2) Mr. Furey, Mrs. McGarry*

**MOTION CARRIED**

Minutes

**6. Acceptance of Minutes**

**Recommend** acceptance and approval of the minutes of the Combined Committee of the Whole and Regular Public Meeting and Closed Executive Session of May 14, 2019. 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. Cattani continued with the Student Board Representative Report.*

**7. Student Board Representative Report**

*Kennedy Miller reported that the Key Club has elected the new executive board and hour sheets have been handed in by the members. Throughout the year they have participated in the Elks Breakfasts and the Homework Club at the elementary school. They will continue volunteering during the summer at the Fireman's Fair and Brielle Day.*

*Casey Campbell reported that the Student Council held the senior trip today at the Atlantic Club. Mary Mills reported that the prom was held last Friday and was well attended by the students. Elections are being held for the upcoming seniors and it was a very positive year.*

*Mr. Cattani thanked the student for their participation this year as student board representative. He asked for a motion to accept the Student Board Representative Reports.*

*Motion was made by Mr. Hoverter, second by Mrs. Pollock, to accept the Student Board Representatives Report.*

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

**MOTION CARRIED**

Student Board  
Representative  
Report

Acceptance of  
Student Board  
Representative  
Report

*Mr. Cattani turned the floor over to Dr. Kasyan for the presentations.*

*Dr. Kasyan asked Casey Campbell if the weather had any effect on the senior class trip today. Casey said the students left around 9:30 a.m. and the rain had stopped and it was a beautiful day.*

**8. Presentations**

*Prior to the student presentations, Dr. Kasyan spoke on the utilization of the new turf field. He said that there are three functions involving the field – students, coaches and community. He brought these concerns to the Facilities Committee this evening at the 5:00 p.m. meeting and asked Mr. Warren, the committee chair, to provide a report.*

*Mr. Warren said the committee discussed the use of the lower field by the students, coaches and public. A recommendation is being brought to the board for coach use being scheduled through Mr. Cahill during the summer and a pilot program is being put into place allowing a timeframe of 10:00 a.m. to 1:00 p.m. for student use throughout the summer. The students will be monitored to see if rules are followed and the time will be limited to allow for supervision being provided during the three hour period. Public use is being postponed for the summer months and will be brought back for discussion after evaluating the outcome of the summer use.*

*Mr. Cattani said that it is a major concern that supervision is provided when the field is being used to avoid any improper use and a source of funding for this needs to be investigated further.*

Presentations

Facilities  
Committee  
Report – Lower  
Field Use

*Dr. Kasyan introduced Mr. Graf, the woodshop instructor. Mr. Graf and his students presented the board and retirees with butcher block cutting boards that were made by the students. Mr. Graf complimented the students on their work.*

- **Woodshop Presentation – Presented by Ryan Graf**

*Dr. Kasyan asked Mrs. Edwards to join him at the podium to introduce the InvenTeam. The students provided a preview of the presentation that will be given at MIT next week. They were presented with an Award from the Office of Congressman Smith, along with medals, certificates of appreciation and Walter Bucks.*

- **Lemelson-MIT InvenTeam Presentation**
  - Award presentation from the Office of Congressman Smith

*Dr. Kasyan introduced and congratulated the Manasquan High School students for achieving perfect attendance. He presented them with medals, certificate of appreciation and Walter Bucks.*

- **MHS Perfect Attendance**
  - Jack Deegan
  - Angelica Grillo
  - Matthew Lyons
  - Ryan O’Leary

*Dr. Kasyan asked Mr. Bryant to join him at the podium for the presentations of the Students of the Month awards. Dr. Kasyan complimented the board of education on being child centered and recognizing the students of the month. He provided the criteria that needs to be met for selection as a student of the month and Elks student of the month.*

*Mr. Bryant, on behalf of the Brielle/Spring Lake Rotary, provided a bio on each student’s interests, accomplishments and community service activities. The students were presented with certificates of appreciation and Walter Bucks.*

- **High School Students of the Month for May – Grace Filkin, Senior – Matthew McCann, Junior – Bevin Cranley, Sophomore – Maeve Reilly, Freshman**

*Dr. Kasyan continued with the presentations of the Teachers of the Month, Elementary School Students of the Month, and Elks Students of the Month and presented them with certificates of appreciation and Walter Bucks.*

- **High School Teacher of the Month for May – Claire Koziel**
- **Elementary School Student of the Month for May – Ava Ducharme**
- **Elementary School Student of the Month for June – Lillian Bryant**
- **Elementary School Teacher of the Month for May – Tara MacGlashan**
- **Elementary School Teacher of the Month for June– Andrea Trischitta**
- **Elks Elementary School Student of the Month for May – Isabella Carpino**
- **Elks Teenager of the Month for May– Abigail Storer**
- **Elks Teenager of the Month for June – Caeden Miller**

*Dr. Kasyan asked the Manasquan Girls Lacrosse Team to join him at the podium along with their coach, Ms. Eldridge. Dr. Kasyan congratulated them on being the Central Jersey Group 2 Sectional*

Woodshop  
Presentation

Lemelson-MIT  
InvenTeam  
Presentation

MHS Perfect  
Attendance

H.S. Students  
of the Month

E.S. Students  
of the Month

Elks Students  
of the Month

Teachers of the  
Month

*Champions and for their outstanding record this season. Ms. Eldridge thanked the girls for their great teamwork and congratulated them on their success. She thanked the board for the beautiful turf field and the scoreboard. Dr. Kasyan presented the team with medals, certificates of appreciation and Walter Bucks.*

- **MHS Girls Lacrosse Team – Central Jersey Group 2 Sectional Champions**

*Dr. Kasyan acknowledged Canyon Birch for his achievements. He was not in attendance and will receive a plaque and medal acknowledging his many successes.*

- **Canyon Birch - Lacrosse**
  - Shore Conference Player of the Year
  - NJ's All-Time Leading Scorer – 115 Goals and 49 Assists
  - 1<sup>st</sup> Team All Shore
  - Under Armour All American Game Selection

*Dr. Kasyan continued with the recognition of the Manasquan High School Boys Lacrosse Team and congratulated them on their accomplishments as B North Champions, Shore Conference Champions and South Jersey Group 1 Champions. He asked the coaches, Sean Cunningham, Jim Fagen and Thomas Russoniello to join him at the podium. Mr. Fagen congratulated both the girls and boys lacrosse teams for their successful season. Dr. Kasyan presented the team with medals, certificates of appreciation and Walter Bucks.*

- **MHS Boys Lacrosse Team – B North Champions, Shore Conference Champions, and South Jersey Group 1 Champions**

*Dr. Kasyan introduced Barbara Friedrich Parcinski of the Class of 1967 and recognized her for all of the accolades that she won while representing Manasquan High School. She provided a picture that will be hand on the wall in the high school along with a video highlighting her track and field accomplishments. Dr. Kasyan presented her with a plaque and certificate of appreciation. She thanked the board for this honor.*

- **National High School Track and Field Hall of Fame - Barbara Friedrich Parcinski**

*Dr. Kasyan congratulated and thanked the Student Board Representatives for their service on the board this year. He presented them with certificates of appreciation and their nameplates.*

- **Student Board Representative Recognition**
  - Casey Campbell
  - Finn Cuozzo
  - Kennedy Miller
  - Mary Mills

*Dr. Kasyan introduced the retirees and congratulated them on their retirement. He provided details of their positions while at Manasquan and thank them for their outstanding service to the district. A gift was presented to each of them from the board. The retirees thanked the board for the gift and recognition.*

- **Retirees**
  - Gretchen Boodey
  - Jessica Ciriello
  - Kurt Fenchel
  - Robert Kehoe
  - Barbara Kerensky
  - Susan Villano

MHS Girls  
Lacrosse Team  
Recognition

Canyon Birch –  
MHS Lacrosse

MHS Boys  
Lacrosse Team  
Recognition

Barbara  
Friedrich –  
Track & Field  
Hall of Fame

Student Board  
Representative  
Recognition

2018-19  
Retirees  
Recognition

Dr. Kasyan asked for a short break to partake in celebratory cake. Mr. Cattani reconvened the meeting and turned the floor over to Mr. Roach who provided information on the \$10,000 grant received from Sustainable Jersey that provided the solar power charging stations. Mrs. Edwards and Mr. Roach provided a PowerPoint presentation on the Sustainability Education through SOOFA Solar Charging and the students' involvement in the installation and implementation of the charging stations.

**Sustainable Jersey Grant Presentation**

- Presented by Amy Edwards and Introduction to Engineering and Design Students

Dr. Kasyan concluded the presentation portion of the meeting and continued with the discussion items for the June 11, 2019 agenda.

**9. Discussion Items June 11, 2019 Agenda**

- **Education, Curriculum & Technology**

- Middle School Discussion

Dr. Kasyan asked the board to look at the K-8 environment at the elementary school and focus on what value would be added by creating a middle school in the left hand side of the building and asked them to consider how different would this be from what is currently there. He spoke on middle learning and the cognitive abilities of adolescents. He would like to take a closer look to see if this could be addressed better and will come back for further discussion in July. Mrs. Bossone asked if this was discussed with the elementary school administrators and he replied that he has not at this time.

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

Dr. Kasyan reported that Personnel items would be discussed in Executive Session.

- **Policy - Agenda Items\*** - No policies this evening

Dr. Kasyan turned the floor over to Mrs. Coates for Finance and Building & Grounds/Facilities discussion items.

- **Finance**

- Reserve Deposits

Mrs. Coates referred to Items #39 - #41 – the required motions made in the month of June for deposits being made at the conclusion of the current year to reserve accounts. A 'not to exceed' amount is provided in each of the resolutions that will provide the board with the most flexibility when the audit concludes and a decision is made.

- **Buildings & Grounds/Facilities**

- Discussion of deposits to capital reserve and purpose

Mrs. Coates reported that she and Dr. Kasyan would like to discuss revising a motion made at the March board meeting in the budget resolution indicating that the Capital Reserve deposit of \$25,000 would be used for the replacement of sod. The current sod vendor advised that if the sod is properly maintained the board would not need to replace the sod. In the March resolution \$25,000 was deposited into Capital Reserve with that specific purpose. A revised motion would allow for the Capital Reserve deposit of \$25,000 to be more open ended and allow more flexibility for use of these funds. Dr. Kasyan said the funds could still be used for the sod replacement with the broaden scope of the resolution. Mr. Cattani said the intent is to still use it to maintain the sod. Mrs. Coates said that hearing no objections a motion will be placed on the July agenda to revise the original March motion.

- HS Turf Field Usage – Previously discussed during the Presentation portion of the meeting.

Dr. Kasyan continued with his Superintendent's Report.

Sustainable Jersey Grant – SOOFA Solar Charging Stations

Discussion Items

Middle School Discussion

Personnel Executive Session

Policy No Report

Finance Reserve Deposits

Buildings & Grounds/Facilities

Capital Reserve Deposits

HS Turf field Usage

**10. Superintendent's Report & Information Items**

- **Enrollment– Document A**
  - **Total Enrollment– 1,515**
    - High School – 967
    - Elementary School – 548

*Dr. Kasyan reported on the total district enrollment, high school and elementary school enrollments, as specified in Document A.*

- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Report, Suspensions & Tardy Reports– Document B**

- Bus Evacuations, June 6, 2019 – Routes:7518,7519,7520,7521,7522,7523, 7524 and 8500

**Fire Drill Reports**

- **High School:**
  - May 15<sup>th</sup> – Fire Drill
  - May 29<sup>th</sup> – Lockdown Drill
- **Alternative School:**
  - May 15<sup>th</sup> – Fire Drill
  - May 29<sup>th</sup> – Lockdown Drill
- **Elementary School:**
  - May 16<sup>th</sup> – Fire Drill
  - May 29<sup>th</sup> – Lockdown Drill

*Dr. Kasyan reported that there was a bus evacuation on June 6<sup>th</sup> involving eight routes that follows the county and state statutes and is in compliance with QSAC. He also provided a report on the fire drills conducted in the district during the month of May, as specified in Document B.*

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

*Dr. Kasyan reported on the HIB Month Report, as specified in Document C. There were no questions from the board.*

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

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

*Mrs. Kerensky reported that the teachers are reviewing for final exams in both schools. Seniors will start exams on Friday and the remaining classes will start on Monday. Curriculum training will take place on June 25<sup>th</sup> in order to be aligned with the state requirements. The Professional Development plan for next year has been created as well as the on-line program to meet state requirements. She provided Dr. Kasyan with a list of her responsibilities to assist her replacement with transition. Dr. Kasyan asked if arrangements for taking exams have been made for the students going to Boston with the InvenTeam. Mrs. Kenney has been in touch with Mr. Coppola on this matter. Mrs. Kerensky concluded her report.*

*Dr. Kasyan turned the floor over to Mr. Place, Director of Technology and Human Resources.*

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

*Mr. Place reported that over the next couple of weeks Phase One will begin on the access control project at the high school. Last summer as part of the referendum access control and monitoring was completed at the elementary school. The keypad system at the high school will be replaced with card readers that*

Supt's. Report

Enrollment Document A

Attendance Comparison, Fire Drill, Bus Evacuation, Suspensions & Tardy Reports Document B

HIB Monthly Report Document C

Director of Curriculum & Instruction Mrs. Kerensky

Director of Technology & Human Resources Mr. Place

*will provides real-time monitoring of the doors. The new wing of the high school has the new controls and this project will expand the service to the remaining doors in the high school. The total project in scope is roughly \$90,000 and through the general fund Phase One work will be completed in prominently in the 1931 section of the building. Mr. Place concluded his report.*

Director of  
Technology &  
Human  
Resources  
Mr. Place  
(continued)

*Dr. Kasyan turned the floor over to Mrs. Kenney, Director of School Counseling Services.*

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

*Mrs. Kenney reported that awards ceremonies were held at the elementary school and high school. The ceremonies showcased the awards, scholarships and merits of the students. Graduation is in the final push and planning is underway to make sure students have completed all the necessary requirements for graduation. Final touches are being put on the scheduling and counselors will be in during the summer to address any changes and to schedule any newly registered students. She shared information on a new program that she would like to consider for use in the high school called SCOIR that is an alternative to Naviance. She discussed this with Mr. Place and 85% of schools in Monmouth County are looking into the transition from Naviance to SCOIR. The web-based program is being offered completely free and she will look into this further for possible implementation along with Naviance since there is no cost to the district at this time.*

Director of  
School  
Counseling  
Services  
Mrs. Kenney

*Dr. Kasyan asked if the district is using Naviance to its full advantage before any decision is made to change to this program. Mrs. Kenney said Naviance is being utilized well but they lack a mobile app and could do better in certain areas such as customer service. She feels that it would be a good idea as a supplement or an alternative and see what different options are available. Mrs. Kenney concluded her report.*

*Dr. Kasyan asked if there were any questions. Seeing none, he concluded his report.*

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

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

Approval &  
Acceptance of  
Supt's. Report

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

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

**MOTION CARRIED**

*Mr. Cattani 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.

Public Forum  
on Agenda  
Items

*George McLaughlin, 10 James Place – Mr. McLaughlin asked if there were any changes regarding the use of the turf field during the summer. Mr. Cattani said it was decided to allow students to use the field for 3 hour periods on Mondays through Fridays for captain's practices and other use. They are not considering opening it up for any other public use at this time since there will be a need for security and funding for this needs to be worked out. Mr. McLaughlin asked for an update on locking the gates on North Main Street to help with the parking situation. Mr. Cattani said this is being considered along with other issues. Mr. McLaughlin said the major issue is the parking and asked if the gates could be locked.*

*Mr. Eirich, 76 North Main Street – Mr. Eirich agreed with comments made by Mr. McLaughlin. He pointed out that this is a residential neighborhood and this field has impacted the neighborhood greatly. He referred to previous damage to his property that is very close to the field. He said there is a need for procedures and policies with the field. He complimented the students on their behavior and said it is not about the students. He requested that the traffic be addressed with the addition of a parking lot off of Sea Girt Avenue. He spoke on the plans to light the field and asked if this would not happen. He suggested that these funds be spent on other things to better benefit the students. He asked that no use be allowed on Sundays and that nothing be scheduled for after 6:00 p.m. if possible during the week and ideally end use on Saturdays by 2:00 or 3:00 p.m. He asked that the board take into account the people living there.*

*Cam Teza, Manasquan High School student and football player – Cam spoke on behalf of the members of the football team and said that they made no infringement of the rules on the Sunday when they were escorted off the field. He said they caused no trouble with the flow of traffic and did not access the field from that side since the gates were locked. They were courteous and not loud and ran the practice in an appropriate manner. He said that the team members conducted their practice in less than one hour. He believes they can continue to use the field without disruption in the neighborhood while running the captain's practices that are necessary to prepare the team for next year's season.*

*Mr. Cattani thanked the team members for coming forward and said that the board wants them on the field but there is a need for supervision. He said that the police presence is not a decision of the board and when the gates are shut it is the law and technically trespassing.*

*Dr. Kasyan thanked the students and asked them to provide him with a schedule of when they would like to use the field and he would try to work with them. He said the field was built for the students' use.*

*Wendy Kubu Callahan; Woodland Avenue, Brielle – Mrs. Callahan thanked the board for the field. She played on that field and the army camp thirty years ago and it was atrocious back then and understands the need and desire for this field. She said more consideration needs to be given to the 10:00 a.m. to 1:00 p.m. timeframe since most of the athletes work Monday through Friday during this time. She also said that using the turf field at that time during the summer months would be extremely hot. She suggested a timeframe later in the day or weekends to best utilize the field to its full potential.*

*Tom Pellegrino, Cedar Avenue, Manasquan – Mr. Pellegrino thanked the board for providing information at the start of the meeting on the lower field. He is concerned with the direction that the board is being forced to take and feels that the number one obligation as a board is to serve the students. The neighbors need to be considered but the students need to be considered first. The board is being a good neighbor and doing the best they can but the field was built for a reason and it needs to be used when it works best for the students. He said the field will be lit one day and the board needs to come up with a plan for that with the neighbors ahead of time. The board needs to be careful of how many restrictions are put on the field and being too rigid is not a good thing. He believes that 10:00 to 1:00 is not a good time for the students. He asked that the board keep in mind that they are here to represent the students.*



*John Rogers, 3 James Place, Manasquan – Mr. Rogers asked when the schedule will be in place and is concerned with the kids climbing over the fence and getting injured. He asked who would be responsible for any injuries. His main concern is safety getting on the field and with the safety of the students getting off the buses for games.*

*A resident from 66 N. Main Street complimented the board on the field but had concerns with the traffic, parking and the safety of the children getting off the buses. She asked if the children used the football field and not just the turf field during the summer. Dr. Kasyan said that he would prefer using the turf field so the grass can be given a change to grow for the fall sports season. Dr. Kasyan said the parking situation is being looked into but he does not have a statement to be made at this time. She asked if there are plans for amplification and lighting. Dr. Kasyan said conduits are installed under the field and the concept was that sooner than later there would be lights but funding is not available yet. Dr. Kasyan said consideration for lights has been discussed and the type of lights that are used shine down instead of out. He said there are other areas in the district that need to be addressed prior to lights but if funds became available he would move forward with the lights.*

*A resident of 300 Washington Blvd., Sea Girt, a 2016 team captain at Manasquan, spoke on the importance of captain's practices. He said that he was impressed that the athletes are taking advantage of these practices and that football is a game about bonding and the easiest way of doing this to practice with your teammates. Practice is crucial for the success of the team. He didn't think 10:00 to 1:00 is a good time since most athletes will be working at that time. He was very upset learning that they got kicked off the field.*

*Wendy Kubu Callahan suggested that since traffic is an issue maybe it could be possible to have the buses park in the board of education lot and have the team walk the path to the field. Mr. Cattani said this option has been discussed and is on the table.*

*Chrissy Rice, 26 Fletcher Avenue, Manasquan – Ms. Rice asked if the scheduled time of 10:00 a.m. to 1:00 would only be for the students or if it would include the public use. Mr. Cattani said the intent now is just to get it opened for student use only. He said this use is contingent on having the field supervised and having security there but the funding to support this needs to be found.*

*Nancy Lucas, 120 N. Main Street, Manasquan – Ms. Lucas is not in favor of practice being held from 10:00 a.m. to 1:00 p.m. because it will be too hot. She asked that the board develop a policy and stick to it. It is our job as adults to protect the kids and come up with a plan. There needs to be a plan that everyone can live and work with, including the kids and the neighbors.*

*Mr. Cattani asked if there were any further comments from the public. Seeing none, he closed the Public Forum on Agenda Items.*

*Mr. Cattani continued with the Manasquan General Items and asked if there was any item that required a separate vote. Seeing none, he asked for a motion to approve Items #12 through #23.*

*Motion was made by Mr. Bolderman, seconded by Mr. Burns, to approve Manasquan General Items # 12 through #23.*

*Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (0)*

**MOTION CARRIED**

Manasquan  
General Items  
#12 - #23

**MANASQUAN**  
**General Items**

**12. Recommend approval of the acceptance of the following Parent-Paid Tuition Student for the 2019-20 school year, at the annual tuition rate of \$7,261:**

- Manasquan Elementary School – Grade 8 (M.R.) Student ID# To be determined

2019-20 MES  
Parent Paid  
Tuition Student

- 13. **Recommend** approval of the agreement between the Manasquan Public School District and the Borough of Manasquan and the Manasquan Patrolmen’s Benevolent Association Local Number 284, for the 2019-2020 school year, as per **Document 1**.
- 14. **Recommend** approval to submit the 2018-19 Application for Extraordinary Aid, in the amount of \$235,993.00.
- 15. **Recommend** approval of the use of FY20 ESEA Grant Title I, Part A funds to cover one hundred percent IXL Learning online platform for the 2019-2020 school year totaling \$2,599.
- 16. **Recommend** acceptance of a donation from the Manasquan Elementary PTO in the amount of \$1,500 to go towards the purchase of the SiLAS learning platform for students with multiple disabilities.
- 17. **Recommend** approval of the contract from SiLAS. This online platform, at an estimated value of \$2,500, will be purchased through a MES PTO donation and IDEA grant funds (Proposal pending attorney review).

**Professional Days**

- 18. **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 13, 2019	Linda Bradley	MES	Wilson Lesson Filming	Yes	None

**Student Action**

**Field Trips**

- 19. **Recommend** approval of the field trips listed below: **No Report for the Month**

**Placement of Students on Home Instruction**

- 20. **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:  
**#7230405810                      Grade 3                      May 26, 2019 – June 20, 2019 (Medical)**

**Placement of Students Out of District**

- 21. **Recommend** approval of the revised External Placement list that reflects both transportation and tuition costs for the 2018-2019 school year. **No Report for the Month**
- 22. **Recommend** approval of the 2019 Extended School Year Placements and 2019-20 September – June Placements list that reflects available tuition costs (Transportation costs to be determined once routes are established), as per **Document 2**.

**Financials**

- 23. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending **May, 2019** as per **Document 3**.

*Mr. Cattani continued with the Manasquan/Sending Districts General Items and asked if there was any item that required a separate vote. Seeing none, he asked for a motion to approve Items #24 through #48*

*Motion was made by Mr. Hoverter, seconded by Mrs. Pollock, to approve Manasquan/Sending Districts Items #24 through #48.*

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

**MOTION CARRIED.**

*MBOE & Manasquan Patrolmen’s Agreement Document 1*

*2018-19 Extraordinary Aid Application*

*FY20 ESEA Grant Title I Part A Funds – IXL Learning*

*MES PTO Donation – SiLAS Learning*

*SiLAS Contract*

*MES Professional Days*

*MES Field Trips (No Report)*

*MES Home Instruction*

*2018-19 Out of District (No Report)*

*2019 ESY & 2019-20 OOD Placements Document 2*

*E.S. Central Funds Report Document 3*

*Manasquan/Sending District Items #24 - #48*

**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).**

The Business Administrator/Board Secretary certifies that as of **MAY 31, 2019** 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;** that the amount of district taxes, including debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$3,161,745.50** 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.

**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 **MAY 31, 2019** 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 MAY 31, 2019 per Document D.** (The Treasurer of School Moneys Report for the month of **MAY 31, 2019** 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 **MAY 31, 2019**, 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 **2018-2019 budgets for MAY and JUNE** as recommended by the Superintendent of Schools, as per **Document D.**

**Purchase Orders** for the month of **JUNE, 2019** be approved, as per **Document E.**

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

**(C) Be it Resolved:** that the **Bills (Current Expense)** in the amount of **\$126,725.11** for the month of **JUNE, 2019** be approved. Record of checks (**#44547 through #44591**), and distributions are on file in the Business Office.

**Be it Resolved:** that the **Bills (Capital Expense)** in the amount of **\$500.00** for the month of **JUNE, 2019** be approved. Record of checks (**#1357 through #1358**), and distributions are on file in the Business Office.

**Confirmation of Bills (Current Expense) for MAY, 2019 at \$2,542,494.63 and checks (#44388 through #44546) and (Capital Expense) for MAY, 2019 at \$5,627.68 and checks (#1354 through #1356).**

**Recommend acceptance of the following High School Central Funds Report for the month ending MAY 2019 as per Document G.**

*Manasquan/  
Sending  
District Items  
#24 - #48  
(continued)*

*Secretary's  
Report/  
Financials*

*Secretary's  
Certification*

*District Taxes*

*Acceptance of  
Secretary's  
Certification*

*Secretary's  
Financial &  
Investment  
Report  
Document D*

*Budget  
Certification  
Document D*

*Purchase  
Orders  
Document E*

*Cafeteria  
Report  
Document F*

*Bills (Current  
Expense)*

*Bills (Capital  
Expense)*

*Confirmation  
of Bills (Current  
& Capital  
Expense)*

*H.S. Central  
Funds Report  
Document G*

25. **Recommend** approval of the following job descriptions, as per **Document H**:

- Assistant Superintendent
- Transition Coordinator Teacher
- Carpenter

26. **Recommend** approval of the following additional mileage reimbursement for the 2018-2019 school year:

<u>Name</u>	<u>School Year</u>	<u>Rate</u>	<u>Not to exceed</u>
Kevin Hyland	2018-2019	.31 cents/mile	\$55.82

27. **Recommend** approval to purchase instructional and administrative software titles, subscriptions and renewals as listed below for the 2019-2020 school year. These purchases do not have an applicable State Contract and the purchases qualify as exempt per N.J.S.A. 18A:18A-5(19).

<b>Product/Title</b>	<b>Vendor</b>	<b>Amount (Not to Exceed)</b>
Blackboard Website Hosting	Blackboard	\$9,243.40
Canvas LMS	Instructure	\$10,262.00
Frontline 504 Program Management	Frontline Education	\$2,795.41
Frontline Absence & Substitute Management	Frontline Education	\$9,275.02
Frontline Applicant Tracking	Frontline Education	\$4,748.35
Frontline IEP-Direct	Frontline Education	\$11,181.65
Frontline RTI-Direct	Frontline Education	\$2,929.50
Genesis Student Information System and Staff Management	Genesis Educational Services	\$19,539.00
Naviance	Hobsons	\$11,104.02
Systems 3000 Accounting, Payroll, HR, & Employee Portal	Systems 3000	\$22,950.00 + approx. \$3,079.00 for Employee Portal

Job Descriptions – Document H

Mileage K. Hyland

2019-20 Instructional & Administrative Software titles, Subscriptions & Renewals

28. **Recommend** approval of Educational Data Services, Inc., to provide the following New Jersey Cooperative Bid Maintenance Programs for the 2019-2020 school year:
- Licensing and Maintenance \$5,370.00
  - Cooperative Skilled Trades, Compliance Services and Ancillary Bids \$2,000.00
29. **Recommend** approval of the Service Contract with CPC Behavioral Healthcare for “return to school” evaluations for the 2019-2020 school year, as per **Document I**.
30. **Recommend** approval of the agreement with Duff & Phelps, for Fixed Asset Management & Insurance Solutions Consulting Services, for fiscal year ending June 30, 2019, in the amount of \$1,100.
31. **Recommend** approval of the proposal from HMC Inc., to provide Worker and Community Right to Know Act and Hazard Communication Standard services for the 2019-20 school year and completion of the required inspections for completion of the Right to Know Surveys Online due July 15, 2019, in the amount of \$3,250. No increase from last year.
32. **Recommend** approval of the Project Manager Contract with New Road Construction Management for professional administrative and management services relating to the renovations and alternations to the Manasquan High School – HVAC system upgrades and partial replacement of Fire Alarm System (pending attorney review).
33. **Resolution:** To determine that there exists a need for Extraordinary Unspecifiable Professional Services of a Fire Alarm Systems Maintenance/Repair/Inspection and Monitoring Services and funds are available for such purposes and these services are of such a nature that they cannot be bid and therefore, engage the following as specified for the 2019-2020 school year:
- Fire & Security Technologies (F.A.S.T) to provide maintenance and repair work and inspection and monitoring fire alarm systems for the 2019-2020 school year, in the amount of \$7,485.00.
34. **Recommend** authorization for the School Business Administrator to execute contracts for the 2019-2020 school year as follows, as per **Documents J (1)** and **J (2)**.
- Horizon Blue Cross Blue Shield of New Jersey
    - Medical, Prescription and Dental Plans
  - School Alliance Insurance Fund (SAIF)
    - Commercial Package and Errors & Omissions
  - New Jersey Schools Insurance Group (NJSIG)
    - Workers Compensation and Excess Workers Compensation
  - Selective
    - Bonds
- Contracts will be reviewed and approved by the board solicitor prior to execution by the School Business Administrator. Please note: Competitive quotes for health, prescription and dental have been obtained by Brown & Brown. Competitive quotes for property & casualty, liability, workers comp. and student accident insurance have been obtained by Alliant/Boynton Insurance Services. Proposals are on file in the office of the School Business Administrator.
35. **Recommend** approval of the Broker Services Agreement with Brown & Brown Benefit Advisors, Inc., for the 2019-2020 school year, in the Broker Services Fee of \$50,000.00. No increase from last year (pending attorney review).
36. **Recommend** approval of the renewal of the Manasquan Board of Education’s membership in the School Alliance Insurance Fund (SAIF), for the period of three years beginning July 1, 2019 to July 1, 2022, as per **Document K**.

2019-2020  
Educational  
Data Services

2019-2020 CPC  
Behavioral  
Healthcare  
Document I

2019-2020  
Duff & Phelps

2019-2020  
HMC Inc.

New Road  
Construction  
Mgmt. –  
Project  
Manager  
Contract

Fire & Security  
Technologies  
(F.A.S.T.) – fire  
alarm  
monitoring and  
service

2019-2020  
Insurance:  
Health Benefits  
& Property/  
Casualty/  
Liability/  
Workers  
Comp/ Bonds  
Documents  
J(1) & J(2)

2019-2020  
Brown &  
Brown Benefits  
Advisors

2019-2022  
SAIF  
Membership  
Document K

37. **Recommend** approval of the following Facility Requests for the 2019-2020 School Year and the submission to the County Office of Education, as per **Documents L (1) (2) (3) (4) (5)**:

- Change of Use of Educational Space – High School Room 101 to Conference Room
- Change of Use of Educational Space – Elementary School Supply Closet to Office Space
- Renewal for Dual Use of Educational Space – E.S. Media Center / ESL Room
- Renewal for Temporary Instruction Space – Weight Room
- Renewal for Temporary Instruction Space – Manasquan First Aid Bldg. – Public Safety Academy

38. **Recommend** approval of the Request for Obsolete Equipment Disposal from the Manasquan Business Office, as per **Document M**.

39. **Recommend** approval for the Manasquan Board of Education to deposit current year surplus in Capital Reserve at year end not to exceed \$50,000.

40. **Recommend** approval for the Manasquan Board of Education to deposit current year surplus in Tuition Reserve at year end not to exceed \$50,000.

41. **Recommend** approval for the Manasquan Board of Education to deposit current year surplus in Maintenance Reserve at year end not to exceed \$50,000.

42. **Recommend** approval of the payment to The LandTek Group, Inc., in the amount of \$1,015.70, for retainage from amount withheld on Payment Application #5 (Pending engineer review).

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.

44. **Recommend** approval of the Manasquan High School’s membership in the New Jersey State Interscholastic Athletic Associations (NJSIAA) and the payment of \$2,150.00 in dues for the 2019-2020 school year. (Chapter 172, Laws 1979-N.J.S.A. 18A:11-3, et. seq.). No increase from last year.

45. **Recommend** approval of the acceptance of a donation from the Manasquan High School Alumni Foundations, in the amount of \$6,000, to partially fund the installation of the scoreboard on the Pat Barnaba Turf Athletic Field.

**Professional Days**

46. **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>
October 21, 22, 23, 24, 2019	Board Members District Administration	Atlantic City	NJSBA Workshop	No	Group Registration \$1,600
January 14, 2019	Susan Lord	Brick	Special Education Workshop	No	None
June 15, 2019	Rosa Russo	Webinar	AP Resources Webinar	No	Registration - \$20.00
July 22-27, 2019	Frank Scott	Freehold	Advanced Security Essentials-Enterprise Defender	No	Mileage-\$50.59
June 17, 2019	Donya Manovill	MHS	Safety Care Training	Yes	None

2019-2020  
Facilities Use  
Requests  
Document L(1-5)

Obsolete  
Equipment  
Document M

Capital Reserve  
Deposit

Tuition Reserve  
Deposit

Maintenance  
Reserve  
Deposit

The LandTek  
Group, Inc.  
withheld  
payment

Staff Hiring  
between  
meetings

2019-2020  
NJSIAA  
Membership

MHS Alumni  
Foundation  
Donation  
toward  
scoreboard  
installation

H.S.  
Professional  
Days

July 22-25, 2019	Lauren Thieme	Rutgers University	AP French Workshop	No	Registration - \$1,025.00
June 13, 2019	Eric Wasnesky	Rutgers University	School of Health Professions Graduation	Yes	Mileage-\$23.56
July 18-21, 2019	Brett Lomas	Orlando, FL	AP Annual Conference	No	Flight - \$250.00 Registration - \$735.00 Hotel-\$676.00 Melas/Incidentals - \$297.00 NIDOE Grant Funded
June 12-18, 2019	Margaret Polak	San Diego	Chaperone Surf Team Trip	No	Airfare - \$471.00 Hotel - \$732.00

H.S. Professional Days (continued)

**Student Action**  
**Field Trips**

MHS Field Trips

47. **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 18-22, 2019	Amy Edwards Neil Schiller Susan Schiller	iLab Grades 9-12	MIT Cambridge, MA	InvenTeam Presentation	Yes-2	None	MIT Grant Funds

**Placement of Students on Home Instruction**

48. **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:

- #4165868382 Grade 11 May 24, 2019 – June 20, 2019 (Medical)
- #7262023238 Grade 10 June 1, 2019 – June 20, 2019 (Medical)
- #1143883578 Grade 11 June 5, 2019 – June 20, 2019 (Medical)
- #5127196755 Grade 10 June 5, 2019 – June 20, 2019 (Medical)
- #6179949090 Grade 10 May 16, 2019 – June 20, 2019 (Medical)
- #1274491076 Grade 10 May 6, 2019 – July 14, 2019 (Medical)
- #5923168046 Grade 10 June 6, 2019 – June 14, 2019 (Medical)
- #1030110552 Grade 10 May 25, 2019 – June 14, 2019 (Medical)
- #4732675490 Grade 11 May 28, 2019 – June 20, 2019 (Medical)
- #6738167382 Grade 12 May 31, 2019 – June 20, 2019 (Medical)
- #5637847716 Grade 10 May 29, 2019 – June 20, 2019 (Medical)

MHS Home Instruction

Mr. Cattani asked if there was any Old or New Business to come before the board. There was no Old or New Business.

49. **Old Business/New Business**

Old & New Business

Mr. Cattani opened the second public forum.

50. **Public Forum**

Public Forum

Mr. Cattani closed the public forum seeing no participation from the public. He asked for a motion to enter into executive session.

Motion was made by Mrs. Bossone, seconded by Mrs. Pollock, and approved by voice vote of all those present in favor to enter into executive session at 8:23 p.m. MOTION CARRIED

Executive Session

51. **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”

Executive Session (continued)

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
- X 7. Litigation or Contract Matters or Att./Client (Potential Litigation)
- X 8. Personnel Matters (Hiring, Resignation, 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.**

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

Motion to Reconvene

**Roll Call:**

Bruce Bolderman	Mark Furey (Belmar)-absent	Anne McGarry (SLH)-absent
Donna Bossone	Terence Hoverter	Alexis Pollock
Martin Burns	Dennis Ingoglia (Brielle)	Alfred Sorino
Eugene Cattani	Joseph Loffredo	Colin Warren

Roll Call

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Michael Gross, Board Attorney; Jesse Place, Director of Technology & Human Resources; Sandi Freeman, Recording Secretary  
Quorum Reached

Motion was made by Mr. Sorino, seconded by Mr. Bolderman, and approved by voice vote of all those present in favor to reconvene the meeting at 9:22 p.m. MOTION CARRIED

Mr. Cattani asked for a motion to approve Manasquan Item #52 – Elementary School Personnel.

Motion was made by Mr. Hoverter, seconded by Mr. Warren, to approve Manasquan Item #52 – E.S. Personnel, as specified in Document 4.

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (0)

MOTION CARRIED

Manasquan Item #52 – E.S. Personnel Document 4

**MANASQUAN**

**Personnel**

**52. Recommend approval of the Elementary School personnel as per Document 4.**



*Mr. Cattani asked for a motion to approve Manasquan/Sending Districts Item #53.*

*Motion was made by Mr. Hoverter, seconded by Mr. Sorino, to approve Manasquan/Sending Districts Item #53, H.S. Personnel, as specified in Documents N and O.*

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

*MOTION CARRIED*

**MANASQUAN/SENDING DISTRICTS**

**Personnel**

**53. Recommend** approval of the High School personnel as per **Document N & O.**

*Mr. Cattani asked for a motion to adjourn.*

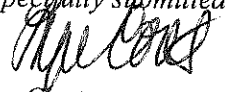
*Motion was made by Mr. Sorino, seconded by Mrs. Bossone, and approved by voice vote of all those present in favor to adjourn the meeting at 9:24 p.m.*

*MOTION CARRIED*

**54. Adjournment**

Motion to Adjourn

*Respectfully submitted,*



*Lynn Coates  
Board Secretary*

*Manasquan /  
Sending  
District Item  
#53 – H.S.  
Personnel  
Documents N  
& O*

*Adjournment*