

BOARD OF EDUCATION  
Borough of Manasquan

*The Combined Committee of the Whole Meeting and Regular Public Board of Education Meeting was held in the Manasquan High School Charles Raffetto Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, August 14, 2018.*

*The Board President, Mr. Pellegrino, called the meeting to order at 6:01 p.m. and read the Opening Statement.*

**1. Call to Order**

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

Call to Order

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

**2. Pledge of Allegiance**

Pledge of Allegiance

**3. Roll Call**

*Bruce Bolderman*

*Mark Furey (Belmar)*

*Thomas Pellegrino*

*Donna Bossone*

*Terence Hoverter*

*Alfred Sorino*

*Eugene Cattani*

*Joseph Loffredo*

*Tedd Vitale (Brielle)*

*Linda DiPalma - absent*

*Anne McGarry (SLH)*

*Colin Warren – absent*

Roll Call

*\*Brielle Board of Education Board Representatives: Stephen LaValva and Joseph Milancewich were not in attendance.*

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

*Quorum Reached*

*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 the minutes as specified in Item 6.*

*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 (9); Nays (0); Abstain (1) Mr. Hoverter; Absent (2) Mrs. DiPalma, Mr. Warren*  
**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 July 17, 2018. Executive Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed executive session no longer exists.

**7. Student Board Representative Report - No Report**

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

*Dr. Kasyan reported that there would be three presentations this evening focusing on a new security plan presented by Mr. Clayton, a report on the School Environment Policy 5533 and Alternative School presented by Mr. Coppola and a project update presented by Joe McDermott from New Road Construction.*

**8. Presentations**

• **New Security Plan– Presented by Timothy Clayton**

*Dr. Kasyan introduced Mr. Timothy Clayton. Mr. Clayton provided details on the Threat Assessment Team and steps being taken to create a comprehensive security plan. He reviewed the Threat Assessment Team goals. He explained steps being taken to establish the team, define concerning behavior and reporting concerns. Mr. Clayton said the team would meet monthly unless there is an immediate threat to address. He would also like to set up an anonymous reporting process for students and parents. A discussion took place on the method of communicating threats to the teachers and notification of individuals who may be involved in the threat or made aware of a threat. Mr. Clayton clarified that the level of intervention would involve behavioral assessment in addition to threat assessment. A copy of Mr. Clayton's presentation will be included in the formal minutes. Dr. Kasyan thanked Mr. Clayton for his report.*

• **School Environment, Policy 5533 (Pupil Smoking), and the Alternative School – Presented by Richard Coppola**

*Prior to Mr. Coppola's report Mr. Clayton spoke on the problems with students actively vaping in school. If caught they would be faced with a health code violation with a \$250 fine for a first offense, a \$500 fine for a second offence and a \$1000 fine for a third offence that would be paid to the municipal court.*

*Mr. Coppola thanked Mr. Clayton for formalizing the committee. He thanked the board for their support and providing the resources needed to be pro-active in addressing these matters. Mr. Coppola said that a letter would be going out to the students from Mr. Read, Mr. Bramley and himself on concerns with vaping and addressing the problem. Plans are being made to put together parent programs in the fall. He reported on the pro-active steps that are being taken in the high school. He invited the board to attend the freshman orientation on Wednesday, August 22<sup>nd</sup> and 23<sup>rd</sup>. On the 22<sup>nd</sup> the Be Proud Program will be presented along with distribution of devices and on the 24<sup>th</sup> a barbeque will be held and the students will be introduced to the staff members and clubs.*

*Dr. Kasyan said that the random locker search would be conducted on a more routine basis and it will be noted in the handbook. Mr. Coppola said that they are planned to be conducted at least once a month. Mr. Clayton addressed Mrs. Bossone's question on how the randomness is determined for*

Presentations

New Security  
Plan  
Mr. Clayton

School  
Environment  
Policy 5533  
Mr. Coppola

the locker search and explained that it is a random generated program in Excel and the search is conducted prior to the students' arrival to school.

Dr. Kasyan thanked Mr. Coppola and Mr. Clayton for their due diligence.

• **New Road Construction Project Update – Presented by Joe McDermott**

Dr. Kasyan introduced Mr. Joe McDermott from New Road Construction filling in for Mr. Notley.

Mr. McDermott provided an update on the referendum program. He reported on the areas of completion at the elementary school parking lot and said it would be back in use next week. The retaining wall at the elementary school back field is finished and the playground equipment is being installed at this time. The drainage is complete and the sod is set for delivery on August 25<sup>th</sup> and use of the fields will be prohibited until the sod has been given a chance to root and set. He reported that the high school addition locker room and gym are set to be complete by the end of August. The air conditioning is operational and needs to be balanced and the elevator is set to be installed next week. Brick work is on-going with a two-week completion date. The site work is set for the end of August in front of the building. Kappa's time schedule is set for December by contract and they are pushing to be done by Thanksgiving. Mr. Pellegrino asked where the contractors would park once they complete the site work in the front of the building. Mr. McDermott clarified that the site work would be directly in front of the building and the contractors would still be stationed in front of the horseshoe. He said that Kappa is required by contract to restore the area. Dr. Kasyan asked if sod could be used in this area instead of seeding. The board was in agreement with sodding this area. Mr. McDermott updated on the status of the alternative school and said that it is on track and expected to be completed in two weeks. Final inspections are set for August 31<sup>st</sup>. He reported that the elementary school media center renovations are on schedule and should be completed around the third week of August.

Dr. Kasyan thanked Mr. McDermott for his report and ended the presentation portion of the meeting.

Mr. Pellegrino turned the floor over to Dr. Kasyan for the discussion items.

9. **Discussion Items August 14, 2018 Agenda**

• **Education, Curriculum & Technology**

Dr. Kasyan reported that twelve students that have transferred into the district as parent paid tuition students. He has asked Mrs. Polak and Mrs. Kerensky to review the applications of these students to see if there are any special needs and if so it would be a determining factor for acceptance in the district.

Dr. Kasyan said another topic of conversation is field use especially relating to the new field under construction. He suggested that the policy, rules and regulations should be looked into in addition to costs with further discussion taking place in September. Dr. Kasyan said he wanted to have a policy that would be beneficial to the neighboring homes especially with relation to the field lighting. Mr. Furey asked if there was a current policy on field use. Dr. Kasyan said that a policy would be written to make the community feel more secure.

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

• **Policy- Agenda Items\***

- Board Self-Evaluation Update

Mrs. Coates said this is a reminder that if you haven't completed the board self-evaluation to do so at your earliest convenience. Mr. Pellegrino said it is on the NJSBA website under self-evaluation.

**Policy for 1<sup>st</sup> Reading**

- P5517 – Student Identification Cards

New Road  
Construction  
Project Update  
J. McDermott

Discussion  
Items

Parent-Paid  
Tuition  
Students  
Update

Use of Facilities  
Policy

Personnel  
(Exec. Session)

Policy  
Board Self-Eval  
Update

Policy  
P5517 1<sup>st</sup>  
Reading

*Dr. Kasyan said that the student identification cards were utilized last year and worked well and will be continued this year. Mr. Loffredo asked how the students using the weight room would be able to access the elementary school bathrooms. Dr. Kasyan said that the weight training coach will have a key fob to allow the student to gain entry into the elementary school.*

**Policy for 2<sup>nd</sup> Reading**

- P & R 1613 – Disclosure and Review of Applicant’s Employment History

**Regulation for Revision**

- R 5533 – Pupil Smoking

• **Finance**

- Receipt of Extraordinary Aid 17-18

*Mrs. Coates reported that the district received a notice that it would be receiving \$150,926 in extraordinary aid and this is 50.12% of what we requested in the application.*

• **Buildings & Grounds/Facilities**

- Capital Reserve replenishment for sod/turf

*Mrs. Coates reported that a discussion took place during the president/vice president meeting and it was decided that the board at the budget process time would deposit \$75,000 into the Capital Reserve account. \$50,000 of this amount would be allocated for turf replacement when needed and \$25,000 would be designated for sod replacement for the athletic fields. Around the 11 to 13 year mark we will have to replace the turf on the lower field and the current cost is half a million dollars and putting away \$50,000 a year would provide funds for the replacement at that time. Dr. Kasyan said that this number was provided by LandTek, the contractor for the field project.*

*Mrs. Coates spoke on the phenomenal amount of rain yesterday and thanked the facilities department, the technology department and Mr. McDermott for their assistance in addressing the flooding. She complimented the decision of Mr. Place to shut down the network server to avoid any major water damage.*

*Dr. Kasyan continued with the Superintendent’s Report and turned the floor over to Mrs. Kerensky, Director of Curriculum and Instruction.*

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

- **Enrollment– No Report for the Month** Document A (N/A)
- **Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– No Report for the Month** Document B (N/A)
- **HIB Monthly Report – No Report for the Month** Document C (N/A)
- **Report of the Director of Curriculum and Instruction**

*Mrs. Kerensky reported that the teachers have been coming in at the high school for summer workshops. There have been two workshop to date and well received by the staff. She thanked the board for allowing this to take place and it has provided the teachers with confidence to start the new school year. She reported that the Early College Program with have a table set up at the Freshman Orientation night with high school teachers present along with a representative from Brookdale present. She reported that around 50 teachers worked on curriculum writing over the summer and the curriculum is accessible for the board to review on Canvas.*

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

Policy  
P&R1613 2<sup>nd</sup>  
Reading

R5533 Revision

Finance  
Extraordinary  
Aid 17-18

Buildings &  
Grounds/  
Facilities

Capital Reserve  
Replenishment  
Sod/turf

Inclement  
Weather –  
Server  
Shutdown

Supt’s Report

Document A  
Document B  
Document C  
(no reports)

Director of  
Curriculum &  
Instruction  
Mrs. Kerensky

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

*Mr. Place said that he received notification yesterday around 11:15 a.m. from Mr. McDermott that water was heading towards the data center and he implemented an emergency shut down of the district servers and equipment. Staff was notified to save any work on their computers prior to the shutdown. The water did damage some of the equipment and replacement parts were received today. Mr. Place said that as soon he can occupy the new building all equipment will be moved to the third floor in the new technology office. He referred to the new devices provided to the board members this evening that will also be provided to the high school students and staff.*

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

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

*Mrs. Kenney said that the school counseling office has been very busy working on balancing classes and preparing schedules for distribution. A Honeywell notification would go out by the end of this week or early next week to let students know schedules are available. Students will then be able to come in and make changes or adjustments to their schedules.*

*She spoke about the Dual Enrollment Agreement between Manasquan and Brookdale Community College. She said in the past students have been able to participate in the Fast Start program to take college courses. The Dual Enrollment program will allow students to leave our campus to go to Brookdale to take classes as a senior. She provided the criteria involved in order to participate in this program.*

*Mrs. Kenney referred to the Option II program and Dr. Kasyan said that with this concept public schools are allowed to develop alternative settings and alternative pathways for students. Mrs. Kenney said that our purpose for enacting Option II in the high school is for students looking to opt out of physical education because they participate in athletic sports either in school or outside of school with the goal of taking another course. She explained the three paths that a student could take should they want to participate in Option II. The guidelines to participate are that students in grades 10 through 12 would be eligible if they participate in school sports or sports outside of school. This would allow them to opt out of physical education but they will be responsible to do the health component on their own time. The athletic director would need to assess the documentation for the students.*

*Mrs. Kenney provided information on the Personalized Learning that will be provided to students who need some built in time during the day. There are no credits earned; however, it provides the student a time during the day to work on assignments with their teachers to complete their work. Students must be in good standing by having 120 credits and entering their senior year. The goal is to have counselors work on post-secondary planning with these students. Mrs. McGarry asked if this would be offered or upon request. Mrs. Kenney said that it was mentioned to the students and some have decided to participate in the Personalized Learning.*

*Mrs. Kenney spoke on the importance of the INRS Committee and training. Additional training will be provided in the elementary school and high school to assist with addressing student behaviors and issues. The goal is to have comprehensive INRS plans and the training will take place September 28<sup>th</sup>.*

*Dr. Kasyan thanked Mrs. Kenney for her report.*

*Prior to concluding his report Dr. Kasyan wanted to discuss a letter that was sent to students attending vocational program by the vocational school director notifying them that they will not be allowed to drive their personal vehicles to the vocational schools. Mrs. Freeman said that parents may waive transportation because their students do drive. Mrs. Freeman addressed Mrs. Bossone's*

Director of  
Technology &  
Human  
Resources  
Mr. Place

Director of  
School  
Counseling  
Services  
Mrs. Kenney

Discussion: Voc  
Students  
driving to  
school

question on waiving transportation and said that once waived the student is removed from the route with no further cost to the district. If the parent wishes to resume transportation they must provide her with formal paperwork to reinstate transportation. Mr. Coppola did not know of any problems with students driving to vocational school. Mr. Pellegrino said it was probably more of a parking issue at the vocational school. Dr. Kasyan said he would contact the vocational school to further look into this matter.

Discussion: Voc Students driving to school

Dr. Kasyan concluded his report. Mr. Pellegrino asked for a motion to accept and approve the Superintendent's Report.

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

Acceptance of Supt's. Report

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

Discussion: None

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

**MOTION CARRIED**

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

**11. Public Forum on Agenda Items**

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 public participation.

Mr. Pellegrino asked for a motion to approve Manasquan General Items #12 through #24.

Manasquan General Items #12 - #24

Motion was made by Mr. Hoverter, seconded by Mr. Loffredo, to approve Manasquan General Items #12 through #24.

Discussion: None

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

**MOTION CARRIED**

**MANASQUAN**  
**General Items**

12. Recommend approval of the 2018-2019 Extended School Year Transportation Contracts and Agreements for the period July 1, 2018 to August 30, 2018, as provided by MOESC. Prices are estimated costs which are subject to change as students are added and/or deleted from routes):

2018-19 ESY Transportation

<u>Route</u>	<u>Destination</u>	<u># of Students</u>	<u>Contractor</u>	<u>Estimated Route Cost</u>
6523	Shore Center for Autism – Tinton Fall	2	Briggs	\$5,693.00
R631	Manasquan E.S. Preschool	9	DAG	\$3,274.72
R609	Manasquan E.S.	1	Briggs	\$ 489.60

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R579	Alpha School – Jackson	1	Klarr	\$5,369.04
7537	Alpha School – Jackson	1	M&W	\$7,710.60
4526	Harbor School – Eatontown	1	Seman-Tov Inc.	\$2,824.50
R566	Collier High School – Wickatunk	2	Briggs	\$2,419.30
R601	Ocean Academy	1	DAG	\$1,333.13
Estimated Total ESY Transportation				\$29,113.89

2018-19 ESY  
Transportation  
(continued)

13. Recommend approval and acceptance of the following Parent-Paid Tuition Students for the 2018-19 Integrated Preschool Program at the Manasquan Elementary School:

2018-19  
Parent-Paid  
Tuition  
Students –  
Preschool  
Program

<u>3-year old Program</u>		<u>4-year old Program</u>	
State ID# 5936745785	\$1,100	State ID# 2523675660	\$1,700
State ID# 2527521422	\$1,100	State ID# 7747106228	\$1,700
State ID# 9974507524	\$1,100	State ID# 9121607474	\$1,700
State ID# 6914771249	\$1,100	State ID# 2266598600	\$1,700
State ID# 2522867748	\$1,100	State ID# 2290689572	\$1,700
E.G. (ID Not Yet Registered)	\$1,100		
V.G. (ID Not Yet Registered)	\$1,100		
K.S. (ID Not Yet Registered)	\$1,100		
A.M. (ID Not Yet Registered)	\$1,100		

14. Recommend approval of the continuation of placement in the Manasquan Elementary School of the following student as a “Tuition Free Student of Staff Members” in accordance with the MEA/MBOE Negotiated Agreement for the 2018-2019 school year:

Tuition-Free  
Student of Staff  
Member

- Student ID# 4982707962 7th Grade

15. Recommend approval of the following pay application (*pending attorney review*):

Pay Application  
#1 – CM3  
Building  
Solutions Inc.

- Pay Application #1 – CM3 Building Solutions, Inc., for Manasquan Elementary School Access Control project, in the amount of \$36,324.20.

16. Recommend approval to appoint the following person to position specified for the period beginning August 15, 2018 and ending at the next organization meeting of the Manasquan Board of Education:

Anti-Bullying  
Specialist

- Anti-Bullying Specialist – Anthony Cinelli - MES

17. Recommend approval of the continuation of placement of the following Parent-Paid Tuition Students for the 2018-19 Integrated Preschool Program, 4 year old Program at the Manasquan Elementary School, at the annual tuition rate of \$1,700:

2018-19  
Parent-Paid  
Tuition  
Students –  
Continuation of  
Placement  
Preschool  
Program

<u>4-year old Program</u>
State ID#3740718345
State ID#8855326711
State ID#8657201310

18. Recommend approval and acceptance of the following Parent-Paid Tuition Students for the 2018-2019 school year, at the annual tuition rate of \$7,000:

2018-19  
Parent-Paid  
Tuition Student  
MES

Manasquan Elementary School – Grade 8 – H.D. (ID Not Yet Registered)

19. Recommend approval of a Request for Obsolete Equipment Disposal of Technology Equipment, as per **Document 1**.

Obsolete  
Equipment  
Document 1

**Professional Days**

**20. 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 18, 2018	Alissa Boyne Nicole DeStefano Marissa Melillo Heather Saake Pre-K Paraprofessional (To Be Hired)	Livingston, NJ	Sign Language for Special Needs Children	Yes - 3	Registration: \$175.00 Travel: \$36.82 (Costs Per Attendee)
October 1 & 2, 2018	Teresa Trumpbour	Long Branch, NJ	AENJ (Art Educators of NJ)	Yes - 1	None
August 27, 2018 September 25, 2018 September 26, 2018 October 9, 2018	Anthony Cinelli	Monroe, NJ	NJPSA Anti-Bullying Specialist Training	No	Registration: \$450.00 Travel: \$59.52

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

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

**Placement of Students on Home Instruction**

**22. Recommend** that the following student(s) be placed on home instruction, as requested by Guidance or the Child Study Team and approved by the school physician: None at this time

**Placement of Students Out of District**

**23. Recommend** approval of the revised 2018-19 External Placement list that reflects tuition costs and transportation costs, as per **Document 2**.

**Financials**

**24. Recommend acceptance** of the following **Elementary School Central Funds Report** for the month ending **July 31, 2018** as per **Document 3**.

*Mr. Pellegrino asked for a motion to approve Manasquan/Sending District General Items #25 through #47.*

*Motion was made by Mr. Furey, seconded by Mr. Vitale, to approve Manasquan/Sending District General Items #25 through #47.*

*Discussion: None*

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

**MOTION CARRIED**

**MANASQUAN/SENDING DISTRICTS**

**General Items**

**25. 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).**

*E.S.  
Professional  
Days*

*E.S. Field Trips  
(no report)*

*E.S. Home  
Instruction  
(no report)*

*2018-19  
External  
Placements  
Document 2*

*E.S. Central  
Funds report  
Document 3*

*Manasquan/  
Sending  
District General  
Items #25 - #47*

*Financial  
Reports*



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

**Be It Resolved:** Pursuant to N.J.A.C. 6A:23A-16.10 (c)3 the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **JULY 31, 2018** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

**Recommend acceptance of the Secretary's Financial & Investment Report and the Treasurer's Report**, for the month ending **JULY 31, 2018** and the **REVISED** report for the month ending **JUNE 30, 2018** per **Document D**. (The Treasurer of School Moneys Report for the month of **JULY 2018** is on file in the Business Office and is in balance with the Secretary's Report).

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we the members of the Board of Education of the Borough of Manasquan, County of Monmouth, after having reviewed the Report of the Secretary and upon consultation with the appropriate officials, certify that as of **JULY 31, 2018**, it is to the best of our knowledge that no major account fund has been expanded and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and that the Board of Education further approves the transfers made with line item accounts of the current expense portion of the **2018-2019 budgets for JULY and AUGUST** as recommended by the Superintendent of Schools, as per **Document D**.

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

Recommend **acceptance of the Cafeteria Report – No Report**.

**(C) Be it Resolved:** that the **Bills (Current Expense)** in the amount of **\$359,190.53** for the month of **AUGUST, 2018** be approved. Record of checks (**#42781** through **#42848**), and distributions are on file in the Business Office.

**Be it Resolved:** that the **Bills (Capital Expense)** in the amount of **\$38,103.48** for the month of **AUGUST, 2018** be approved. Record of checks (**#1210** through **#1214**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **JULY, 2018** at **\$1,248,126.15** and checks (**#42700** through **#42780**) and **(Capital Expense)** for **JULY, 2018** at **\$1,129,601.84** and checks (**#1202** through **#1209**).

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

26. **Recommend** authorization for the School Business Administrator to execute contract for the 2018-2019 school year with Tokio Marine Specialty Insurance Company, through Alliant/Boynton & Boynton, for the Pollution Liability coverage, in the amount of \$10,897.60.

27. **Recommend** approval of the 2018-2019 Agreement for Cooperative Sports Programs between the Manasquan Board of Education and Point Pleasant Beach Board of Education, in the amount of \$17,000.00, as per **Document G**.

Financial Reports

Secretary's Certification

Acceptance of Secretary's Certification

Secretary's Financial & Investment Report Document D

Budget Certification Document D

Purchase Orders Document E

Cafeteria Report (n/a)

Bills Current Expense

Bills Capital Expense

Confirmation of Bills – Current & Capital Expense

H.S. Central Funds Report Document F

2018-19 Pollution Liability Insurance

2018-19 Coop Sports Program Document G

28. **Recommend** approval to authorize the School Business Administrator to open an account with the Manasquan Bank for the purpose of depositing the proceeds from the equipment lease previously executed. Signatories: School Business Administrator and Board President
29. **Recommend** approval and acceptance of the following Parent-Paid Tuition Students for the 2018-19 school year, at the annual tuition rate of \$7,000:  
Manasquan High School – Grade 9 - L.T. *(ID Not Yet Registered)*  
Manasquan High School – Grade 10 - T.I. *(ID Not Yet Registered)*
30. **Recommend** approval of the continuation of placement of the following Parent-Paid Tuition Student for the 2018-19 school year, at the annual tuition rate of \$7,000:  
Manasquan High School – Grade 10 – State ID# 5910992005  
Manasquan High School – Grade 12 – State ID# 3820409075
31. **Recommend** approval of the continuation of placement in Manasquan High School of the following student as a “Tuition Free Student of Staff Members” in accordance with the MEA/MBOE Negotiated Agreement for the 2018-2019 school year:  
o Student ID# 9938616264 9th Grade
32. **Recommend** approval of the acceptance of a foreign exchange student through the SEVIS program, in the Manasquan High School – Grade 12 for the 2018-2019 school year, at the annual tuition rate of \$17,000.00.
33. **Recommend** approval of the following pay applications *(pending attorney review)*:
- Pay Application #10 from Kappa Construction, for the Manasquan High School Addition and Renovations Project, in the amount of \$994,670.75.
  - Pay Application #2 from Shorelands Construction Inc., for the Manasquan Alternative School Renovations Project, in the amount of \$67,551.55.
  - Pay Application # 1 from Your Way Construction, for the Manasquan Elementary School Site Work Project, in the amount of \$174,783.00.
  - Pay Application #1 from The LandTek Group, Inc., for the Manasquan lower field project, in the amount of \$34,006.00
34. **Recommend** approval of the Change Order #1 from Shorelands Construction, Inc., for the Manasquan High School Alternative Education Building project for the following: Installation of 1,044 square feet of Tarket Alpine Plant in lieu of Armstrong Standard VCT, in the total additional amount of \$1,365.00. and adding one step and rail at south entrance; adding one ADA Ramp to service west entrance; Removing 75 lf of 4’ wide sidewalk on south side of building to connect the ramp and stair; credit for aluminum stair and ramp included in base bid, in the total additional amount of \$4,242.00. Total Change Order amount \$5,607.00.
35. **Recommend** approval of the use of the Inmate Labor Program offered by the Monmouth County Sheriff’s office during the first two weeks of August 2019 (if available by the Department of Corrections).
36. **Recommend** approval of the Initial Application for Temporary Instruction Space, Application for Change of Use of Educational Space and Renewal Application for Temporary Instructional Space, for the 2018-2019 school year as a result of the Referendum Project and the submission to the County Office of Education.
37. **Recommend** authorization for the School Business Administrator to execute contract for the 2018-2019 school year with Selective, for the Flood Renewal Coverage, in the amount of \$10,489.00

Manasquan  
Bank Account –  
Equip. Lease

2018-19  
Parent-Paid  
Tuition  
Students –  
MHS

2018-19  
Parent-Paid  
Tuition Student  
– HMS  
Continuation of  
Placement

2018-19  
Tuition Free  
Student of Staff  
Member –  
MHS

2018-19 SEVIS  
Foreign  
Exchange  
Student – MHS

Pay App #10 –  
Kappa

Pay App #2 –  
Shorelands

Pay App #1 –  
Your Way  
Const.

Pay App #1 –  
LandTek

Change Order  
#1 –  
Shorelands  
Construction,  
Inc.

Inmate Labor  
Program for  
2019-20

Application for  
Temp.  
Space/Change  
of Use of Educ  
Space/Renewal  
for Temp Space

2018-19 Flood  
Insurance  
Renewal

- 38. **Recommend** approval to authorize the School Business Administrator to increase the 2018-19 budget by the amount of \$55,000 due to the receipt of unbudgeted anticipated tuition from the SEVIS and parent-paid tuition programs and appropriate same amount pursuant to N.J.S.A. 18A: 38-19 and N.J.S.A. 18A: 46-21.
- 39. **Recommend** approval to accept a donation from the Warrior Club House account in the amount of \$26,000 to provide Law Enforcements Officer services for the 2018-19 school year.
- 40. **Recommend** approval of the agreement between the Borough of Manasquan and the Manasquan Board of Education to supply a Law Enforcement Officer and a Special Law Enforcement Officer II to the Manasquan Elementary School for the 2018-19 school year, in the estimated amount of \$26,000.
- 41. **Recommend** approval of the second reading and adoption of the following policy, as per **Document H:**
  - o P & R 1613 – Disclosure and Review of Applicant’s Employment History
- 42. **Recommend** approval of the revision of the following regulation, as per **Document I:**
  - o R 5533 – Pupil Smoking
- 43. **Recommend** approval of the first reading of the following policy, as per **Document J:**
  - o P 5517 – Student Identification Cards
- 44. **Recommend** approval of the Curriculum list for the 2018-2019 School Year as per **Document K.**

**Professional Days**

- 45. **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 30, 2018 November 27, 2018 December 4, 2018 January 17, 2019 February 7, 2019 March 19, 2019 April 9, 2019	Lynn Coates	Mt. Laurel	NIASBO 2018-19 Professional Development Programs	No	Registration \$700.00 Mileage \$37.37/trip
September 27, 2018 October 18, 2018 November 15, 2018 December 13, 2018 January 10, 2019 February 21, 2019 March 21, 2019 April 18, 2019 May 16, 2019 June 6, 2019	Lynn Coates	Tinton Falls Spring Lake Heights (12/13 & 3/21)	MCASBO Monthly Meetings	No	None

2018-19  
Budget  
Increase

Donation from  
Warrior Club  
House

Borough of  
Manasquan  
Law  
Enforcement  
Officer  
Agreement

Policy 2<sup>nd</sup>  
Reading &  
Adoption  
P&R 1613  
Document H

Policy Revision  
R5533  
Document I

Policy P5517 1<sup>st</sup>  
Reading  
Document J

2018-19  
Curriculum  
Document K

H.S.  
Professional  
Days

May 7, 2019	Sandra Freeman	Mt. Laurel	NJASBO 2018-19 Professional Development Program	No	Registration \$100.00 Mileage \$37.37
October 17, 2018	Barbara Kerensky	East Windsor, NJ	Knowing Yourself Better to Lead Your Team	No	None
December 17, 2018	Barbara Kerensky	East Windsor, NJ	Improving Student Performance	No	None
January 8, 2019	Barbara Kerensky	East Windsor, NJ	Personnel II: Hot Topics & Extraordinary Issues	No	None
August 28, 2018	Timothy Clayton	Freehold, NJ	School Security Supervisors Meeting	No	None
June 19, 2018	Claire Kozic	Raritan, NJ	Cohort Meeting for Health Communities Grant	Yes – 1	Travel \$7.99

H.S. Professional Days (continued)

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

H.S. Field Trips (no report)

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

**Placement of Students on Home Instruction**

H.S. Home Instruction (no report)

47. **Recommend** that the following student(s) be placed on home instruction, as requested by Guidance or the Child Study Team and approved by the school physician: **None at this time**

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

Old Business  
New Business

48. **Old Business/New Business**

49. **Public Forum**

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

Public Forum

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

*Motion was made by Mr. Hoverter, seconded by Mrs. McGarry, and approved by voice vote of all those present in favor to enter into executive session at 7:15 p.m. MOTION CARRIED*

Executive Session

50. **Executive Session**

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

Executive Session (continued)

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 (Special Education Student Matters and tuition student)
- 2. Impact Rights to Receive Federal Funds
- 3. Unwarranted Invasion of Individual Privacy
- 4. Collective Bargaining (MEA Update, Grievance)
- 5. Acquisition of Real Property or Investment of Fund
- 6. Public Safety Procedures
- 7. Litigation or Contract Matters or Att./Client
- 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. Pellegrino asked for a motion to reconvene the meeting.

Meeting Reconvened

Motion was made by Mrs. Bossonne, seconded by Mr. Bolderman, and approved by voice vote of all those present in favor to reconvene the meeting at 8:52 p.m. MOTION CARRIED

Mr. Pellegrino asked for a motion to approve Manasquan Personnel Item #51.

Manasquan Item #51 E.S. Personnel Document 4

Motion was made by Mr. Bolderman, seconded by Mr. Hoverter, to approve Manasquan Item #51 – Elementary School Personnel, as specified in Document 4.

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (2) Mrs. DiPalma, Mr. Warren MOTION CARRIED

**MANASQUAN Personnel**

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

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Item #52.

Manasquan/Sending District Item #52 H.S. Personnel Document L

Motion was made by Mr. Sorino, seconded by Mr. Hoverter, to approve Manasquan/Sending District Item #52 – High School Personnel, as specified in Document L.

Discussion: None

Roll Call Vote: Ayes (10); Nays (0); Abstain (1) Mrs. Bossonne on Dr. Petrosini & Dr. Gonzalez only; Absent (2) Mrs. DiPalma, Mr. Warren MOTION CARRIED

**MANASQUAN/SENDING DISTRICTS Personnel**

52. Recommend approval of the High School personnel as per Document L.

Mr. Pellegrino asked for a motion to adjourn.

MINUTES – August 14, 2018

*Motion was made by Mr. Sorino, seconded by Mr. Hoverter, and approved by voice vote of all those present in favor to adjourn the meeting at 8:54 p.m.*

*MOTION CARRIED*

Adjournment

**53. Adjournment**

Motion to Adjourn

*Respectfully submitted,*  
  
*Lynn Coates, Board Secretary*