

## **BOARD OF EDUCATION**

Borough of Manasquan

*The Combined Committee of the Whole Meeting and Regular Public Meeting of the Manasquan Board of Education was held in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, August 16, 2016.*

*The Vice President, Linda DiPalma, called the meeting to order at 6:10 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*

*Mrs. DiPalma requested that everyone join in the Pledge of allegiance.*

### **2. Pledge of Allegiance**

*Pledge of Allegiance*

### **3. Roll Call**

<i>Donna Bossone - absent</i>	<i>Mark Furey (Belmar)</i>	<i>Thomas Pellegrino - absent</i>
<i>Martin Burns</i>	<i>Erik Gardner (SLH)</i>	<i>Alfred Sorino - absent</i>
<i>Eugene Cattani</i>	<i>Heather Garrett-Muly - arrived 6:16</i>	<i>Tedd Vitale (Brielle) - absent</i>
<i>Linda DiPalma</i>	<i>Joseph Loffredo</i>	<i>Colin Warren – absent</i>

*Roll Call*

*Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Michael Gross, Board Attorney; Sandi Freeman, Recording Secretary*

*At the time of Roll Call a quorum was not attained at 6:10 p.m. Mrs. Garrett-Muly arrival at 6:16 p.m. which attained a quorum.*

*Mrs. DiPalma reported that Mr. Pellegrino and Mr. Warren are traveling this week and unable to attend the meeting.*

*Mrs. DiPalma 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*

*Mrs. DiPalma asked for a motion to accept and approve the minutes as specified in Item #6.*

*Motion was made by Mr. Cattani, seconded by Mr. Burns, to accept and approve the minutes as specified in Item 6.*

*Discussion: None*

*Roll Call Vote: Ayes (5); Nays (0); Abstain (2) Mr. Burns, Mr. Gardner; Absent (5) Mrs. Bossone, Mr. Pellegrino, Mr. Sorino, Mr. Vitale, Mr. Warren*

*Mr. Gross advised that minutes could be carried with a vote of 5 ayes and 2 abstentions*

**MOTION CARRIED**

**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 19, 2016. Executive Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed executive session no longer exists.

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

*Dr. Kasyan began the Presentation portion of the meeting by thanking the Board of Education for giving him the opportunity to start the meetings by recognizing and congratulating students who represent Manasquan so well. Dr. Kasyan introduced and congratulated Daniel Hyland for winning the Elks Essay Contest with his essay "Just Don't Do It" on substance abuse throughout the state of New Jersey. Dr. Kasyan presented Daniel with a Certificate of Achievement and said that Wally Bucks would be provided to him at the start of the school year.*

**8. Presentations**

- **Elks Essay Contest Winner – Daniel Hyland**

*Mrs. DiPalma turned the floor over to Dr. Kasyan for the review of Discussion Items for the August 16<sup>th</sup> agenda.*

**9. Discussion Items for August 16, 2016 Agenda**

- **Education, Curriculum & Technology**

*Dr. Kasyan reported that the district is moving forward with the 1:1 initiative and computers are being set up for the start of the school year. Many technology conferences have been held in the district over the summer with over 100 staff members actively engaged in these programs.*

- **Personnel– To be Discussed in Executive Session- Agenda Items\***  
**Staff Hiring Between Board Meetings\***

- Art Teacher – HS
- Social Studies Teacher – HS
- Treasurer of School Monies
- ESY Summer Skills - ES
- Clinical Social Worker
- Co-Coordiators (2) – Warrior Clubhouse Child Care Program – ES
- Board Certified Behavior Analyst
- Special Education Paraprofessional (2)

*Dr. Kasyan reported that personnel will be discussed during the executive session.*

*Dr. Kasyan referred to the following policies that were provided to the board members in the Friday packet. He said several of these policies require the selection of Options.*

- **Policy – Agenda Items \***  
**Revised Policies/Regulations for Approval:**
  - P&R 5350 Student Suicide Prevention

Minutes

Presentations

C.O.W.  
Discussion  
Items

Education,  
Curriculum &  
Technology

1:1 Initiative

Personnel  
(Closed  
Session)

Policy - Revised  
P&R 5350  
Student Suicide  
Prevention

*Dr. Kasyan said that this policy was updated by including a revised statute 6A:9C-3 that was rewritten by the current Commissioner of Education in place of 6A:9-15-1.*

**Policies for 1<sup>st</sup> Reading:**

○ P 8454 Management of Pediculosis (Option)

*Dr. Kasyan referred to the options in P8454 and recommend selecting Option B. The board was in agreement with this recommendation. The board was also in agreement with the grade levels selected by Dr. Kasyan and the process involved in checking other students who may have been in contact with the infected student. Mrs. Garrett-Muly asked if the policy could also include that notification of other parents by made by the school should a parent report a case of lice to the school.. Dr. Kasyan said that the district does not have the right to change a mandated policy. Mr. Gross advised that an addition can be made to a mandated policy as long as no changes are made to the existing policy. The board was in agreement with the addition of this condition.*

○ P 7481 Unmanned Aircraft Systems (UAS also known as DRONES) (Option)

*Dr. Kasyan referred to P7481 and read the options he would like to recommend for board approval. He asked if any member felt that the board did not need to adopt this policy. The board was in agreement with adopting this policy and with the recommended options.*

**Policies for 2<sup>nd</sup> Reading and Adoption:**

○ P 5536 Voluntary Random Testing For Student Alcohol Or Other Drug Use

*Dr. Kasyan reported that Policy 5536 has been received back from Strauss Esmay and will be on the agenda for approval of the 2<sup>nd</sup> reading this evening since there was no substantive changes made from the 1<sup>st</sup> reading.*

• **Finance – Agenda Items \***

○ Vestibule/Window Bid

*Mrs. Coates reported that the bid opening for the vestibule/window project was held at the end of July and the bid award is included on tonight's agenda. A contract will be awarded to SLS Construction. The bid and contract have been reviewed and approved by Mr. Gross's office. A pre-construction meeting is scheduled for next week.*

• **Buildings & Grounds**

○ Department of Corrections Update

*Mrs. Coates reported that the Department of Corrections was in district during the first week of August and the program when smoothly. The inmates worked on painting of parking lot lines and curbs. Mr. Bigley supervised the program which included five inmates and one guard. Dates for next year's use of this program during the first two weeks of August are on the agenda this evening for approval by the board.*

○ Project Update

*Mrs. Coates updated the board on the athletic field project and reported that the second phase of the sod installation was expected to start yesterday however weather conditions in the mid-west pushed it back and the sod was delivered today and weather permitting it will be laid down starting tomorrow.*

*Mrs. Coates reported that there was a water main break last week in front of the board office parking lot. This pipe supplies water to the Industrial Arts building and has been repaired.*

Policies  
1<sup>st</sup> Reading

P8454  
Management  
of Pediculosis

P7481  
Unmanned  
Aircraft  
Systems

2<sup>nd</sup> Reading &  
Adoption

P5536  
Voluntary  
Random  
Testing for  
Student alcohol  
or Other Drug  
Use

Finance

Vestibule/  
Window Bid

Buildings &  
Grounds

Dept. of  
Corrections  
Update

Project Update

Water Main  
Break

*Mrs. Coates reported that the electrician has started the installation of the LED lights in the elementary school gymnasium. The purchase and installation of the 24 lights are being covered by two different grants – Sustainable Jersey for Schools and New Jersey Clean Energy Program. She expects this to be completed this week.*

LED Lighting –  
E.S.  
Gymnasium

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

Supt's Report

- Enrollment– **no report for the month**
- Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– **no report for the month**

*Dr. Kasyan said there were no enrollment, attendance or fire drill reports this evening.*

- HIB New Jersey Department of Education School Self-Assessment Report - **Document A**

HIB NJ DOE  
Self-  
Assessment  
Report  
Document A

*Dr. Kasyan referred to the HIB Self-Assessment and reported that the district received 71 points out of a total possible 78 points. He believed that the district lost points because the school safety team was reported as meeting only once. He will look into this because he knows that Mrs. Coates meets monthly with the school safety team.*

*Mrs. DiPalma asked for a motion to approve and accept the Superintendent's Report.*

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

Acceptance of  
Supt's Report

*Motion was made by Mr. Burns, seconded by Mr. Loffredo, to approve and accept the Superintendent's Report.*

*Discussion: None*

*Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (5) Mrs. Bossone, Mr. Pellegrino, Mr. Sorino, Mr. Vitale, Mr. Warren*

**MOTION CARRIED**

*Mrs. DiPalma opened the Public Forum on Agenda Items and read the following statement.*

Public Forum

**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.

*Susan Gilbert, 512 Brighton Avenue, Spring Lake – Ms. Gilbert questioned the use of the Sea Girt Armory fields for the athletic programs. She also asked who will be taking over the responsibilities of the Athletic Director. Dr. Kasyan said that Mr. Cahill has been appointed to the position of Supervisor of Extracurricular Activities and Athletics. Dr. Kasyan reported that he met with individuals from the Sea Girt Armory facility several times over the summer and they have been very cooperative with the district in providing areas for use by many of the athletic teams including the football team being that the high school field cannot be used until October 1<sup>st</sup>. Ms. Gilbert asked if any consideration has been made in finding a place for the cross country team to practice. Dr. Kasyan said that he would discuss this with Mr. Cahill tomorrow and asked that she check back with him. She asked if the new conference will require that the district host home meets. Dr. Kasyan said that his focus is providing a good practice facility and unfortunately the district could not create what was believed to be the best so we created what we could provide.*

*Mrs. DiPalma closed the Public Forum seeing no further comments from the public.*

*Mrs. DiPalma continued with the Manasquan General Items and asked if there was a need to have any items approved separately. Seeing none she asked for a motion to approve Items #12 through #33.*

*Motion was made by Mr. Cattani, seconded by Mr. Burns, to approve Manasquan General Items #12 through #33.*

*Discussion: None*

*Roll Call Vote: Ayes (5); Nays (0); Abstain (0); Absent (4) Mrs. Bossone, Mr. Pellegrino, Mr. Sorino, Mr. Warren*

**MOTION CARRIED**

## **MANASQUAN**

### **General Items**

#### **12. Secretary's Report**

**Recommend acceptance** of the following **Financial Reports, Elementary School Central Funds Report, Purchase Orders and Payment and Confirmation of Bills (Current Expense).**

The Business Administrator/Board Secretary certifies that as of **July 31, 2016** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

**Be it Resolved;** that the amount of district taxes, excluding debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,358,936.00** 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 **June 30, 2016** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

**Recommend acceptance** of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **July 31, 2016** per **Document B**. (The Treasurer of School Moneys Report for the month of **July 2016** 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, 2016** it is to the best of our knowledge that no major account fund has been expanded and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and that the Board of Education further approves the transfers made with line item accounts of the current expense portion of the **2016-2017 budget** for **July and August** as recommended by the Superintendent of Schools, as per **Document B**.

Recommend **acceptance** of the **Elementary School Central Funds Report** for the month ending **July 31, 2016** as per **Document C**.

Manasquan  
General Items  
#12 through  
#33

Financial  
Reports

Secretary's  
Certification

District Taxes

Acceptance of  
Secretary's  
Certification

Secretary's  
Financial &  
Investment  
Report  
Document B

Budget  
Certification  
Document B

E.S. Central  
Funds Report  
Document C

**Purchase Orders** for the month of **August 2016** be approved, as per **Document D**.

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

**Be It Resolved:** that the **Bills (Current Expense)** in the amount of **\$928,208.31** for the month of **August 2016** be approved. Records of checks (**#38681** through **#38744**) and distributions are on file in the Business Office.

**Confirmation of Bills (Current Expense) for July 2016 at \$1,169,348.12 and checks (#38600 through #38680).**

- 13. Recommend** approval of the New Teacher Induction Program during the hours of 8:00a.m.-2:00p.m. on August 23,24,25, 2016 for all newly hired teachers.

- 14. Recommend** approval of Deanne Opatosky, BDO Consulting Services, LLC, to provide eight (8) days of professional development during the 2016-2017 school year to enhance the quality of basic skills writing instruction within the general education classrooms at a cost of \$5,750 to be paid by Title II grant funds.

- 15. Recommend** approval of Michelle Havens, Behavioral Therapist, to continue to provide BCBA after school, 4 hours a month at \$125.00 per hour, for student #22271 for the months of September, October and December.

- 16. Recommend** approval for Paul Guntjeski, Home ABA Therapist, to provide after school home programming to student # 22271 for 6 hours a week at a rate of 25.00 per hour for the 2016-2017 SY.

- 17. Recommend** approval of the acceptance of the following Parent-Paid Tuition Students for the 2016-2017 school year:

- Manasquan Elementary School  
Student ID#212864 (M.M.) – Grade 8 Annual Tuition: \$ 7,000
- Manasquan Preschool Program  
Five (5) Students in the A.M. Session: ID#030613 (A.L.); ID#40313 (W.F.); ID#090313 (E.K.); ID#121812 (W.M.); ID#32813 (T.M.) Annual Tuition: \$1,279/ student  
  
Five (5) Students in the P.M. Session: ID#302910 (K.F.); ID#33012 (V.A.); ID#303217 (J.M.); Student ID#122011 (P.S.); ID#81412 (N.H.) Annual Tuition: \$2,001/student

- 18. Recommend** approval of the Flood Renewal Policy with Selective Insurance for the 2016-2017 school year in the amount of \$10,731.

- 19. Recommend** approval of the following insurance coverage renewals through New Jersey School Insurance Group for the 2016-2017 school year:

- |   |              |
|---|--------------|
| • Workers' Compensation – Policy W639AH     | \$155,811.43 |
| • Supplemental Indemnity – Policy 6477-5774 | \$ 5,580.47  |
| Total Bound Account Premium                 | \$161,391.90 |

- 20. 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 2017 (if available by the Department of Corrections).

Purchase  
Orders  
Document D

## Bills

### Confirmation of Bills

*New Teacher  
Induction  
Program*

*D. Opatosky,  
BDO Consulting  
Services LLC  
Professional  
Development*

*M. Havens,  
Behavioral  
Therapist*

*P. Guteski,  
Home ABA  
Therapist*

2016-17 Parent  
Paid Tuition  
StudentsElementary  
SchoolPreschool  
Program

2016-17  
Selective  
Insurance  
Flood Renewal  
Policy

*NJSIG  
Insurance  
Workers Comp.  
Renewal  
Policies*

*Inmate Labor  
Program for  
August 2017*

**21. Recommend** approval of the following job descriptions, as per **Document E:**

- Child Care Program Coordinator – Before and After Care Program
- Child Care Teacher - Before and After Care Program

*Job  
Descriptions  
Document E*

**22. Recommend** approval of the acceptance of the IDEA Grant in the amount of: Basic Grant: \$287,915.00; Pre-School Grant: \$7,525.00

*IDEA Grant  
Acceptance*

**23. Recommend** approval of Barbara O'Boyle, Physical Therapist, to provide 15 hours per week of physical therapy services for the 16/17 SY at a rate of \$80.00 per hour, not to exceed \$48,000.00.

*B. O'Boyle  
Physical  
Therapist*

**24. Recommend** approval of Michael Marotta, ATP, Inclusive Technology Solutions, LLC to complete comprehensive Assistive Technology Evaluation on student #22271, not to exceed \$850.00.

*M. Marotta,  
ATP Inclusive  
Technology  
Solutions LLC*

**25. Recommend** approval of the following mileage:

<u>Name</u>	<u>School Year</u>	<u>Rate</u>	<u>Not to exceed</u>
Teresa Savage	16/17	.31 cents/mile	\$350.00

*T. Savage  
Mileage*

**26. Recommend** approval of the first reading of the following policies, as per **Document F:**

- P8454 Management of Pediculosis (Option)
- P7481 Unmanned Aircraft Systems (UAS also known as DRONES)(Option)

*1<sup>st</sup> Reading  
P8454 & P7481  
Document F*

**27. Recommend** approval of the second reading and adoption of the following policy, as per **Document G:**

- P 5536 Voluntary Random Testing For Student Alcohol Or Other Drug Use

*2<sup>nd</sup> Reading &  
Adoption  
P5536  
Document G*

**28. Recommend** approval of the following revised policies, as per **Document H.**

- P&R 5350 Student Suicide Prevention

*Revised Policy  
& Regulation  
5350  
Document H*

**29. Recommend** approval of the acceptance of one (1) tuition free student of a staff member in the kindergarten class at Manasquan Elementary School for the 2016-2017 school year, in accordance with the MEA/MBOE Negotiated Agreement. (MES # 293233)

*2016-2017  
Tuition Free  
Staff Member  
Student*

**Professional Days**

**30. 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>
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None at this time

*E.S.  
Professional  
Days  
(No Report)*

**Student Action**

**Field Trips**

**31. 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>
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None at this time

*E.S. Field Trips  
(No Report)*

**Placement of Students on Home Instruction**

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

E.S. Home  
Instruction  
(No Report)

**Placement of Students Out of District**

- 33. Recommend** approval of the 2016-2017 out of district placement list, as recommended by the Child Study Team, **as per Document I.**

2016-17 Out of  
District  
Placements  
Document I

*Mrs. DiPalma continued with the Manasquan/Sending District General Items and asked if there was a need to have any items approved separately. Seeing none she asked for a motion to approve Items #34 through #51.*

Manasquan/  
Sending  
District Items  
#34 through  
#51

*Motion was made by Mr. Furey, seconded by Mr. Loffredo, to approve the Manasquan/Sending District General Items #34 through #51.*

*Discussion: None*

*Roll Call Vote: Ayes (7); Nays (0); Abstain (1) Mrs. Garrett-Muly #48 R. Read; Absent (5) Mrs. Bossone, Mr. Pellegrino, Mr. Sorino, Mr. Vitale, Mr. Warrant*

*MOTION CARRIED on all items with the exception #48 Richard Read*

**MANASQUAN/SENDING DISTRICTS**

**General Items**

- 34. Recommend** approval of the acceptance of one (1) student ID#172851 (A.K.) in the 12<sup>th</sup> grade at the Manasquan High School, as a parent-paid tuition student for the 2016-2017 school year, at the yearly tuition rate of \$13,698.
- 35. Recommend** approval of the acceptance of one (1) student ID#171861 (C.V.), in the 12<sup>th</sup> grade at the Manasquan High School, as a Tuition Free: Child of a Staff Member, in accordance with the MEA Negotiated Agreement, for the 2016-2017 school year.
- 36. Recommend** approval of the 2016-2017 contract with All American Gymnastics, for the High School Gymnastics Team, in an amount not to exceed \$2,500, as per **Document 1.**
- 37. Recommend** approval of the agreement for the use of the Sea Girt Armory for the 2016-2017 Athletic/Sports Programs, in the amount of \$6,026.27, as per **Document 2.**
- 38. Recommend** approval of the schedule of Important Dates and Timeline Fall Semester, as per **Document 3.**
- 39. Recommend** approval to accept the long-term loan of ten (10) Singer sewing machines from the Brielle Board of Education.
- 40. Recommend** approval to dispose of obsolete items, as per **Document 4:**
- Student Handbooks – 2015-2016
  - Technology Equipment
- 41. Recommend** approval of the following job description, as per **Document 5:**
- Treasurer of School Moneys
- 42. Recommend** approval of the 2016-2017 Manasquan Board of Education Goals:

2016-17 Parent  
Paid Tuition  
Student

2016-17  
Tuition Free  
Staff Member  
Student

16-17 All  
American  
Gymnastics  
Document 1

16-17 Sea Girt  
Armory  
Document 2

Fall Semester  
Dates  
Document 3

Donation –  
Sewing  
Machines

Disposal of  
Equipment  
Document 4

Job Description  
Document 5

2016-17 Board  
Goals

**PLANNING – Multi Year Goal**

Goal: Support the district strategic plan.



FINANCE: - Multi Year Goal

Goal: Develop a financial plan that looks at long-term and short-term needs for the Manasquan School District.

2016-17 Board Goals

BOARD PROCESS

Goal: Assist the administration with the discussion of a possible referendum through the development of a board ad-hoc referendum committee.

STUDENT ACHIEVEMENT – Multi Year Goal

Goal: Continue to provide educators with opportunities to engage in collaboration focusing on instruction and student learning.

CURRICULUM

Goal: Academic excellence, to increase the academic achievement of students enrolled in the middle school, grade 6 and 7, by creating a successful 1:1 digital learning environment.

**43. Recommend** approval of the 2016-2017 Manasquan District Goals:

2016-17 District Goals

**Goal 1:** Enhance district communications to the school community through the use of newsletters, Honeywell broadcasts, district app and the school sign.

**Goal 2:** Build the capacity of teachers to effectively implement the 1:1 digital learning program.

**44. Recommend** approval of the purchase of Commercial Toro Groundskeeper with attachments in the amount of \$25,909.60, NJ State Approved Co-Op #65MCESC15/16-08.

Commercial Toro Groundskeeper Purchase

**45. Recommend** approval of the acceptance of bids for the Manasquan Elementary School 2016 Partial Exterior Window Replacement & New Security Vestibule and the Manasquan High School 2016 New Security Vestibule and award of contract to SLS Construction LLC, 533 East Saddle River Road, Upper Saddle River, New Jersey, as per attached Document 6.

Acceptance of Bids & Award of Contract – MES Window Replacement & Security Vestibule and MHS Security Vestibule  
SLS Construction LLC

**46. Recommend** approval to authorize the School Business Administrator to execute a contract to SLS Construction LLC, 533 East Saddle River Road, Upper Saddle River, New Jersey, in the Base Bid amount of \$360,390.00 and the Alternate #1 amount of \$13,190.00 – Total Award Amount: \$373,580.00 (pending attorney review).**47. Recommend** approval for the following mileage:

<u>Name</u>	<u>School Year</u>	<u>Rate</u>	<u>Not to exceed</u>
Susan Lord VanNote	15/16	.31 cents/mile	\$153.20
Susan Lord VanNote	16/17	.31 cents/mile	\$600.00
Pamela Cosse	16/17	.31 cents/mile	\$600.00
Robert Kehoe	16/17	.31 cents/mile	\$600.00
Kathleen Stonaker	16/17	.31 cents/mile	\$350.00
Kevin Hyland	16/17	.31 cents/mile	\$300.00
Pete Cahill	16/17	.31 cents/mile	\$1,100.00

Mileage

Professional Days**48. Recommend** approval of the **attendance** of staff members at conferences/workshops indicated below:

H.S. Professional Days

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
October 18, 2016	Tim Clayton	Princeton, NJ	Secure School Workshop	No	\$23.25 Mileage \$209.00 Registration

MINUTES – August 16, 2016

September 29, 2016 October 20, 2016 November 17, 2016 December 15, 2016 January 25, 2017 February 23, 2017 March 16, 2017 April 27, 2017 May 18, 2017 June 8, 2017	Lynn Coates	<u>Various Locations:</u> Tinton Falls Red Bank Spring Lake Atlantic City	Monthly MCASBO Meetings	No	Mileage - \$50.94 (Tinton Falls – 8 Trips) Mileage - \$11.59 (Red Bank – 1 Trip)
August 29-31, 2016	Richard Read	Monroe Township	NJPSA Anti-Bullying Program	No	Mileage - \$63.24 Registration - \$450.00
September 20, 2016	Richard Read	Leaders to Leaders Orientation	Mentor Induction Program	No	Mileage - \$20.09
October 25,26,27, 2016	Donna Bossone	Atlantic City	NJSBA Workshop	No	Mileage - \$42.42 Tolls - \$25.00 Parking - \$30.00 Hotel - \$193.00 Meals/Incidentals - \$160.00
October 25,26,27, 2016	Fred Sorino	Atlantic City	NJSBA Workshop	No	Mileage - \$42.42 Tolls - \$25.00 Parking - \$30.00 Hotel - \$193.00 Meals/Incidentals - \$160.00
October 26,27, 2016	Eugene Cattani	Atlantic City	NJSBA Workshop	No	Mileage - \$42.42 Tolls - \$25.00 Parking - \$20.00 Hotel - \$101.00 Meals/Incidentals - \$96.00
October 25,26,27, 2016	Thomas Pellegrino	Atlantic City	NJSBA Workshop	No	Mileage - \$42.42 Tolls - \$25.00 Parking - \$30.00 Hotel - \$193.00 Meals/Incidentals - \$160.00
October 25,26,27, 2016	Frank Kasyan	Atlantic City	NJSBA Workshop	No	Mileage - \$42.42 Tolls - \$25.00 Parking - \$30.00 Hotel - \$193.00 Meals/Incidentals - \$160.00
September 19, 2016	Lynn Coates	Mt. Laurel, NJ	NJASBO Professional Development	No	Subscription Plan

H.S.  
Professional  
Days

**Student Action**

**Field Trips**

**49. 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>
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None at this time

H.S. Field Trips  
(No Report)

**Placement of Students on Home Instruction**

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

H.S. Home  
Instruction  
(No Report)

**Financials**

- 51. Recommend acceptance** of the following **High School Central Funds Report** for the month ending **July 31, 2016 as per Document 7.**

Financials

H.S. Central  
Funds Report  
Document 7

~~Mrs. DiPalma asked if there was any new or old business to come before the board.~~

**52. Old Business/New Business**

*There was no old or new business.*

Old Business &  
New Business  
(No Report)

*Mrs. DiPalma opened the second public forum.*

**53. Public Forum**

*Carl Straub, 27 Willow Way, Manasquan – Mr. Straub asked for clarification on what changed in the sports conference. Dr. Kasyan explained that the conference was changed last year as a result of a realignment in the conference and we are now competing again several Group 3 schools with numbers larger than Manasquan. Dr. Kasyan wrote a letter and spoke to state representatives and they would not make a change. He said the district will have to wait two years for another realignment.*

Public Forum

*Mrs. DiPalma closed the public forum seeing no further comments from the public.*

*Mrs. DiPalma asked for a motion to enter Executive Session and read the following statement.*

**54. Executive Session**

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 June hold an “Executive Session” from which the public is excluded to discuss matters that are confidential or are one of the nine (9) subject matters listed in Section 12(b) of the Act; and

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

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

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

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

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

9. Imposition of Penalties Upon an Individual

Executive  
Session

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

*Motion was made by Mr. Burns, seconded by Mr. Loffredo, and approved by voice vote of all those present in favor to enter executive session at 6:48 p.m.* **MOTION CARRIED**

*Mrs. DiPalma asked for a motion to reconvene the Regular Public Meeting.*

*Motion was made by Mr. Cattani, seconded by Mrs. Garrett-Muly, and approved by voice vote of all those present in favor to reconvene the regular public meeting at 7:04 p.m.*

**MOTION CARRIED**

Meeting  
Reconvened

**Roll Call**

<i>Donna Bossone - absent</i>	<i>Mark Furey (Belmar)</i>	<i>Thomas Pellegrino - absent</i>
<i>Martin Burns</i>	<i>Erik Gardner (SLH)</i>	<i>Alfred Sorino - absent</i>
<i>Eugene Cattani</i>	<i>Heather Garrett-Muly</i>	<i>Tedd Vitale (Brielle) - absent</i>
<i>Linda DiPalma</i>	<i>Joseph Loffredo</i>	<i>Colin Warren – absent</i>

Roll Call

*Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Michael Gross, Board Attorney; Sandi Freeman, Recording Secretary*

*Mrs. DiPalma asked for a motion to approve Manasquan Item #55.*

*Motion was made by Mr. Burns, seconded by Mr. Loffredo, to approve Manasquan Item #55 – Personnel, as specified in Document J.*

*Discussion: None*

*Roll Call Vote: Ayes (5); Nays (0); Abstain (0); Absent (4) Mrs. Bossone, Mr. Pellegrino, Mr. Sorino, Mr. Warren* **MOTION CARRIED**

Manasquan  
Item #55  
Personnel  
Document J

**MANASQUAN**

**Personnel**

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

*Mr. DiPalma asked for a motion to approve Manasquan/Sending District Item #56.*

*Motion was made by Mr. Furey, seconded by Mr. Cattani, to approve Manasquan/Sending District #56 – Personnel, as specified in Document 8.*

*Discussion: None*

*Roll Call Vote: Ayes (7); Nays (0); Abstain (1) Mrs. Garrett-Muly on James Freda and Michaela Read; Absent (5) Mrs. Bossone, Mr. Pellegrino, Mr. Sorino, Mr. Vitale, Mr. Warren*

**MOTION CARRIED on all items with the exception of James Freda and Michaela Read**

Manasquan/  
Sending  
District Item  
#56  
Personnel  
Document 8

**MANASQUAN/SENDING DISTRICTS**

**Personnel**

**56. Recommend approval of the High School personnel as per Document 8 – Volleyball Club Advisor stipend subject to further negotiations with the Manasquan Education Association.**

MINUTES – August 16, 2016

*Mrs. DiPalma asked for a motion to adjourn.*

*Motion was made by Mr. Burns, seconded by Mr. Loffredo, and approved by voice vote of all those present in favor to adjourn the meeting at 7:07 p.m.*

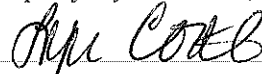
*MOTION CARRIED*

Adjournment

**57. Adjournment**

Motion to Adjourn

*Respectfully submitted,*

A handwritten signature in cursive script, appearing to read "Lynn Coates".

*Lynn Coates  
Board Secretary*