

## **BOARD OF EDUCATION**

Borough of Manasquan

*The Committee of the Whole Meeting of the Manasquan Board of Education was held in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, September 20, 2016.*

*The President, Mr. Pellegrino, called the meeting to order at 6:00 p.m. and read the following 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.*

*Pledge of Allegiance*

**2. Pledge of Allegiance**

**3. Roll Call**

Donna Bossone

Martin Burns

Eugene Cattani

Linda DiPalma - absent

Mark Furey (Belmar)

Erik Gardner (SLH) - absent

Heather Garrett-Muly

Joseph Loffredo

Thomas Pellegrino

Alfred Sorino

Tedd Vitale (Brielle)

Colin Warren

*Roll Call*

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

*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 said the acceptance of minutes and the Student Board Representative Reports would be addressed at the September 27, 2016 meeting.*

**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 August 16, 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.

Minutes  
(No action  
taken)

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

Student Board  
Representative  
(No Report)

**8. Presentations – There were no presentations this evening**

*Mr. Pellegrino continued with the Committee of the Whole agenda.*

Committee of  
the Whole  
Items

**9. Committee of the Whole**

**Committees**

- **Ad Hoc Referendum Committee**
- **Ad Hoc Special Education Program Review Committee**

Ad Hoc  
Referendum  
Committee

Ad Hoc Special  
Education  
Program  
Review  
Committee

*Mr. Pellegrino referred to a request he had made for board members to serve on the Ad Hoc Referendum Committee and thanked the board for their interest. Upon advice from the board attorney, there were too many members on the committee and a suggestion was made to have an alternate in place. Mr. Pellegrino in discussion with Dr. Kasyan will now need board members to serve on an Ad Hoc Special Education Program Review Committee. He has developed the following committees in order from those individuals volunteering to serve on the Ad Hoc Referendum Committee and created two committees as follows: Ad Hoc Referendum Committee will consist of Mr. Cattani, Mr. Warren, Mr. Sorino and Mr. Pellegrino and the Ad Hoc Special Education Program Review Committee will consist of Mr. Loffredo, Mrs. Bossone, Mrs. Garrett-Muly and Mr. Pellegrino. There were no objections from the board on the committee format. A meeting will be scheduled in the next week to ten days for the Ad Hoc Referendum Committee.*

*Dr. Kasyan reported on the Special Education Program Review and would like the Supervisor of Special Education to review the report with him prior to the committee meeting. He asked the committee members to review the report and provide questions for Mrs. Polak so she would have the opportunity to have the answers and information ready prior to the committee meeting.*

*Mr. Pellegrino turned the floor over to Dr. Kasyan for the Committee of the Whole Discussion Items.*

Discussion  
Items for  
Agenda  
(No Action  
Taken)

**Discussion Items for the Agenda**

- **Education, Curriculum & Technology– Agenda Items \***
  - Common Ground Grief Center

Common  
Ground Grief  
Center

*Dr. Kasyan referred to material provided in the packets on the Peer to Peer Mentoring Program and reported that in speaking with Lee Busco and Nancy Sanders, the district will move forward and get actively engaged with Common Ground.*

- Warrior Clubhouse Update

Warrior  
Clubhouse  
Update

*Mrs. Coates provided an update on the Warrior Clubhouse. She reported that a meet and greet was held the last week of August and the program is off to a great start. Parents were grateful that the board is now hosting the program in house. There are 37 students in after-care and 10 in before-care. A newsletter was distributed to the students last week and the Warrior Club House has its own webpage on the district site.*

- Curriculum List 2016-2017 \*

2016-2017  
Curriculum List

- To satisfy mandates from the Department of Education, the following curriculum is being utilized to raise the students level of awareness about living a healthy lifestyle: Please see virtual handout

*Dr. Kasyan referred to the list of 2016-2017 curriculum that was provided in the virtual handout along with a focus on the physical education and health department raising the students' level of awareness in living a healthy lifestyle.*

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

*Dr. Kasyan said Personnel would be discussed in Executive Session. There were a few staff members hired in between board meetings and this information was provided to the board in the Friday packet.*

- **Policy – Agenda Items \***  
**Policies for 2<sup>nd</sup> Reading and Adoption\*:**

- P 8454 Management of Pediculosis
- P 7481 Unmanned Aircraft Systems (UAS also known as DRONES)

*Dr. Kasyan said there would be two policies on the agenda for approval and adoption of the 2<sup>nd</sup> reading.*

**Revised Policies/Regulations for Approval:**

- **P 1510 Rights of Persons with Handicaps or Disabilities/Policy on Non-Discrimination (M)**

*Dr. Kasyan brought to the attention of the board Policy 1510 and a revision in the policy designating the principals in both schools to be the responsible person for 504 plans instead of the Dean of Students as the policy now reads.*

*Dr. Kasyan addressed a question on the chain of command parents should follow to ensure that the 504 program is being followed and said that the teacher and the guidance counselor should be spoken to first and then the building principal.*

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

- **Finance**
  - Superstorm Sandy Non-Federal Cost Share Match Program

*Mrs. Coates reported that notification has been received informing us that the district is eligible to apply for the Non-Federal Match Program that could reimburse the district up to 100% of our out-of-pocket costs post Sandy. She said originally there was a 90% - 10% match which would require the district to bear the 10%. The application has been submitted in the amount of \$3,374.*

*Mrs. Coates referred to the \$16,000 donation from the Manasquan Elementary School PTO that is on the agenda for acceptance next Tuesday. The donation will be put towards the purchase of the elementary school projection system which in total costs approximately \$33,000. An invitation will be extended to the PTO to attend next Tuesday's meeting to be recognized for this donation.*

- **Athletics/Co-Curricular Activities– Agenda Items \***
  - Event Staff Job Description\*

*Dr. Kasyan referred to the Event Staff Job Description and Qualifications that were developed along with Mr. Tim Clayton and will be followed by anyone actively engaged with events in the district. He provided details on the process that will be involved in the background check for these individuals.*

*Dr. Kasyan turned the floor over to Mrs. Coates for the Buildings & Grounds Report.*

- **Buildings & Grounds**
  - Lead Testing

*Mrs. Coates said that next week she and Mr. Bigley would be attending a full day program on the requirements of lead testing and related protocol. This event is hosted by the Department of Education and the Department of Environmental Protection. The district has until mid-July 2017 to comply with the new regulations and more details will be provided after attendance at this program. This is a reimbursable program on a first come first serve basis.*

2016-2017  
Curriculum List  
(continued)

Personnel  
(Exec. Session)

Policy  
2<sup>nd</sup> Reading &  
Adoption  
P8454  
P7481

Revised Policy  
P1510

Finance

Superstorm  
Sandy Non-  
Federal Cost  
Share Match  
Program

Athletics/ Co-  
Curricular  
Activities

Event Staff Job  
Description

Buildings &  
Grounds  
Lead Testing

○ Project Update

*Mrs. Coates said the sod, irrigation and track project is now complete at the athletic complex. The grounds department are working with Millbrook Irrigation and Natural Green to be sure that the irrigation protocol is proper for the new sod. The mower approved last month has been delivered and is in use.*

*Mrs. Coates said the first pre-construction meeting was held on August 24<sup>th</sup> on the window and vestibule project with administration, Garrison Architects and SLS Construction in attendance. SLS has been submitting shop drawings for review and approval by Garrison Architects and color samples have been submitted for approval and selection by the administration. The first substantial completion date for vestibules is November 14<sup>th</sup>.*

○ SJS Lighting Grant – Elementary School

*Mrs. Coates reported that as a requirement of the LED lighting grant in the elementary school gymnasium we will be asking the PowerSave Students, the PE Instructors, coaches and a handful of parents to participate in a short survey regarding their opinion of the lighting project. The responses will be shared at the next board meeting in October. These responses are required to be submitted in the final report and then Sustainable Jersey will pay for the second half of the installment of the \$10,000 grant.*

SLS Lighting  
Grant –  
Elementary  
School

*Mr. Vitale asked when practices would resume on campus. Dr. Kasyan said that October 15<sup>th</sup> was the agreed on date for returning to the campus fields and they will continue to monitor use, cutting and maintenance. Mr. Vitale expressed concern with the teams having to walk to the Army Camp which can add up to a half hour to their practice time. Mrs. Garrett-Muly asked if bussing has been looked into. Mr. Pellegrino said that many teams have been walking to the army camp after school and in conversation with the football team coaches they have not reported any problems or complaints with the football team walking to the army camp. Dr. Kasyan said it has been a positive experience for the football team.*

*A discussion took place on the possibility of putting in irrigation at the Army Camp. Dr. Kasyan said that certain activities that take place at the army camp may damage the sprinkler heads. He said the Commandant is open to help the district and understands our challenge. He would speak with the Commandant on the possibility of sectioning off an area and installing sprinklers and maintaining the area. Mrs. Garrett-Muly asked if it would be possible to lease an area of land. Mr. Pellegrino said this would be a costly venture and he believed that the goal was to bring the teams back to the campus and utilize the army camp for practice.*

*Dr. Kasyan reported that construction of the press box and snack shack building is moving along very quickly and he thanked Mark Herrmann, Manasquan Savings Bank, the Endowment and others for their assistance and donations towards this project.*

*Dr. Kasyan said that safety and security is of major concern and this evening the board will be asked to approve two ex-policemen to serve as event security staff. He also reported that Pinwheels for Peace will take place tomorrow at the elementary school and all three security staff members will be in attendance.*

*Mr. Pellegrino said that the Superintendent's Report and approval of the resolution for the Week of Respect and School Violence Awareness Week will take place next Tuesday.*

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

**Recommend approval of the following resolution to designate October 17th through October 31st as "School Violence Awareness Week/Red Ribbon Weeks"**

Superintendent  
Report  
(No Report)

**WHEREAS**, the Manasquan Board of Education values the health and safety of all of our students, and;

**WHEREAS**, substance abuse is particularly damaging to one of our most valuable resources, our children, and a contributing factor in the three leading causes of death for teenagers – accidents, homicides, and suicides, and;

**WHEREAS**, it is the goal of School Violence Awareness Week/Red Ribbon Weeks and the Manasquan School District to involve families, schools, businesses, churches, law enforcement agencies and service organizations in all aspects of this campaign and establishes an atmosphere that supports awareness, education and on-going initiatives to prevent illegal drug and alcohol use, and;

**WHEREAS**, the School Violence Awareness Week/Red Ribbon Weeks Campaign theme promotes family and individual responsibilities for living healthy, drug-free lifestyles, without illegal drugs and alcohol or the illegal use of drugs and alcohol, and;

**WHEREAS**, the Manasquan School District shall plan activities in conjunction with Red Ribbon Week Campaign which supports awareness, education and promoting a healthy lifestyle for the students and families of the Manasquan School District.

**NOW, THEREFORE, BE IT RESOLVED**, that Manasquan Board of Education do hereby proclaim October 23<sup>rd</sup> to 31<sup>st</sup> 2016 as “Red Ribbon Week.”

- **School Violence Awareness Week** – Since 2003, schools and districts have been observing School Violence Awareness Week during the week beginning with the third Monday in October, which is October 17-21, 2016, as required by N.J.S.A. 18A:36-5.1. To help school districts, charter schools and approved private schools for students with disabilities comply with the requirements for School Violence Awareness Week, the New Jersey Department of Education (NJDOE) has provided guidance that is available online at:  
<http://www.nj.gov/education/students/safety/sandp/climate>
- **Week of Respect** – Additionally, the *Anti-Bullying Bill of Rights Act (P.L.2010, c122)* requires that the week beginning with the first Monday in October (October 3-7 in 2016) of each year be designated as a “Week of Respect” in New Jersey. School districts and charter schools (but not approved private schools for students with disabilities), in order to recognize the importance of character education, are required to observe the week by providing age-appropriate instruction focusing on preventing harassment, intimidation or bullying (HIB). Several resources were provided by the New Jersey Department of Education (NJDOE).
  - Enrollment – **Document**
  - Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports–  
**No report for the month**
  - HIB Report — **Document**

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

#### **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

*School Violence  
Awareness  
Week  
(Discussion  
Only)*

*Week of  
Respect  
(Discussion  
Only)*

*Public Forum*

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  
(continued)

No Comments

*Mr. Pellegrino asked if there were any questions from the board on Manasquan General Items #12 through #28. Seeing none he continued with the agenda.*

## **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 **August 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:** Pursuant to N.J.A.C. 6A:23A-16.10 (c) the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **August 31, 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 **August 31, 2016** per Document. (The Treasurer of School Moneys Report for the month of **August 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 **August 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 **August and September** as recommended by the Superintendent of Schools, as per Document.

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

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

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

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

Review of  
Manasquan  
Motions  
(No Action  
Taken)

**Confirmation of Bills (Current Expense) for August 2016 at \$ and checks (#through #).**

13. **Recommend** approval of the 2016-2017 transportation contracts and agreements for Manasquan resident students, as per **Document**. (Contract amounts will be available after final coordinated routes are established by M-OESC).
14. **Recommend** approval of the “Revised” Manasquan Board of Education Meetings schedule that reflects the cancellation of the October 11, 2016 Committee of the Whole Meeting and combining both the C.O.W. and Regular Public Meeting on October 18, 2016, as per **Document**.
15. **Recommend** approval of the acceptance of (1) parent-paid tuition student (ID# 303260 M.W.) at the Manasquan Elementary School Integrated Preschool Program (Afternoon Session) for the 2016-2017 school year, at the yearly tuition rate of \$2,001.
16. **Recommend** acceptance of a donation in the amount of \$16,000 from the Manasquan Elementary School PTO to be used towards the purchase of an elementary school gymnasium projection system.
17. **Recommend** approval of the purchase of a projection system for the elementary school gymnasium from CDW-G, in the amount of \$33,969.47, to be funded through a \$16,000 donation from the Manasquan Elementary School PTO and \$17,969.47 in district’s funds. (The projection system is part of the ESCNJ (MRESC) Cooperative bid for technology supplies and services)
18. **Recommend** to rescind the approval of the following student teacher placement for the Fall 2016 Semester: *(previously approved July 19, 2016)*
  - Amanda Prevosti    Georgian Court University    English, Grade 5-8 (Trischitta)
19. **Recommend** approval of the following student teacher placement for the Fall 2016 Semester:
  - Sarah Jane King    Georgian Court University    Special Education (Marvel and Dyer)
  - Megan Rogers    West Chester University    Speech Therapy    (J. Akins)  
(December 19, 2016 to January 20, 2017)
20. **Recommend** approval of the creation of a central fund account for the Kindergarten Class of 2029.
21. **Recommend** approval of student #202920 to participate in the after school social skills program for three days a week at the Alpha School for the 16/17SY at a rate of \$30.00 per session (yearly total of 100 sessions), not to exceed \$3,000.00.
22. **Recommend** approval of the second reading and adoption of the following policies, as per **Document** :
  - P8454 Management of Pediculosis
  - P7481 Unmanned Aircraft Systems (UAS also known as DRONES)
23. **Recommend** approval of the following revised policies, as per **Document** :
  - P1510 Rights of Person with Handicaps or Disabilities/Policy on Non-Discrimination (M)

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

- **Event Staff**

**Personnel****25. Recommend approval of the Elementary School personnel as per Document .****Professional Days****26. 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 17, 2016      | Joan Akins                                                                                                                                                                                     | Toms River          | Neurodevelopmental Workshop       | No                  | None                                         |
| December 14, 2016     | Richard Kirk                                                                                                                                                                                   | Monroe              | Neuroscience Workshop             | No                  | Mileage - \$20.02<br>Registration - \$149.00 |
| 2016-2017 School Year | Nancy Sanders                                                                                                                                                                                  | Freehold            | Monthly Coalition (TLC) Meetings  | No                  | None                                         |
| October 18, 2016      | Gina Melillo                                                                                                                                                                                   | Somerset            | Annual School Health Conference   | Yes                 | Registration -\$175.00                       |
| October 9-11, 2016    | Teresa Trumpbour                                                                                                                                                                               | Long Branch         | AENJ Conference                   | Yes                 | None                                         |
| October 26, 2016      | Christin Walsh<br>Elyse Boyes<br>Cynthia Kirk<br>Carmen Rodriguez<br>Donna Mead<br>Jessica Woytowicz<br>Kristine Sliwoski<br>Kindle Kuriscak                                                   | Sea Girt Elementary | Writing and Collaboration Meeting | Yes-3 full day subs | Title II Grant Funds                         |
| October 4, 2016       | Sandra Hill<br>Alyse Leybovich<br>Elyse Boyes<br>Cynthia Kirk<br>Catherine Kappy<br>Kali Mura<br>Carmen Rodriguez<br>Danielle Romano<br>Valerie Deantonio<br>Christin Walsh<br>Kindle Kuriscak | MES                 | Basic Skills Narrative Writing    | Yes-9               | Title II Grant Funds                         |



|                 |                                                                                                                                                                                                |     |                                      |       |                      |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------------------------------------|-------|----------------------|
| October 6, 2016 | Lauren Buss<br>Michele Sayre<br>Donna Mead<br>Heather Saake<br>Lauren Gawron<br>Cheryl Femenella<br>Kristine Sliwoski<br>Jessica Woytowicz<br>Kate Marvel<br>Christin Walsh<br>Kindle Kuriscak | MES | Basic Skills<br>Narrative<br>Writing | Yes-9 | Title II Grant Funds |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------------------------------------|-------|----------------------|

*Review of  
Manasquan  
Motions  
(No Action  
Taken)*

### **Student Action**

#### **Field Trips**

27. **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> |
|------------------|-------------------------------|-----------------|--------------------|----------------------------|------------|--------------------------|-------------------|
| October 19, 2016 | Alyse Leybovich               | Kindergarten    | Wemrock Orchards   | Fall Activities            | Yes-1      | None                     | Student Funds     |
| October 11, 2016 | Oriana Kopec<br>Heather Saake | Student Council | Trenton            | Student Council Conference | Yes-2      | Bus - \$520              | Student Funds     |

#### **Placement of Students on Home Instruction**

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

#### **Placement of Students Out of District**

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

*Mr. Pellegrino asked if there were any questions from the board on Manasquan/Sending District General Items #29 through #40. Seeing none he continued with Item #41 that will require action by the board this evening.*

### **MANASQUAN/SENDING DISTRICTS**

#### **General Items**

29. **Recommend** approval of the **Memorandum of Agreement** with Law Enforcement Officials and the Manasquan School District for the **2016-2017** School Year (on file at the Board of Education office).
30. **Recommend** approval of the **Curriculum list** for the **2016-2017** School Year as per **Document**.
31. **Recommend** approval of the following student teacher placement for the Fall 2016 Semester:
- Danielle Everett    Georgian Court University    Art (Trenay)

*Review of  
Manasquan/  
Sending  
District  
Motions  
(No Action  
Taken)*

- 32. Recommend** approval of the following pay rates for non-staff at school sponsored events for the 2015-2016 SY:

Ticket Sellers - \$55.00

Ticket Takers - \$50.00 Security - \$50.00

Clock Operators - \$45.00

Public Address Announcer for Varsity Games - \$50.00

- 33. Recommend** approval of the Hockey Ice Rental Contract with Jersey Shore Arena, 1215 Wyckoff Road, Farmingdale, NJ, in the amount of \$18,093.75, for the 2016-2017 school year.

- 34. Recommend** approval of the acceptance of the donation of twenty (20) Calculus AP Math books valued at \$2,900.00 from Cengage Learning to Manasquan High School.

- 35. Recommend** approval of the monetary donation in the amount of \$5,117.00 from John V. Visceglia, for the purpose of purchasing video equipment for use by the Manasquan High School Football team.

- 36. Recommend** approval of the following out-of-district athletic event workers for the 2016-2017 school year:

- Mary Devereux – Ticket Seller/Ticket Taker
- Vanessa Hyland - Ticket Seller/Ticket Taker
- Thomas Mahon – Security/Score Keeper
- Arthur Gordon – Announcer/Score Keeper
- Suraya Kornegay – Ticket Seller/Ticket Taker

- 37. Recommend** approval of the creation of a central fund account for the Class of 2020.

- 38. Recommend** approval of the contract between the Manasquan Board of Education and Drew Minock in the amount of \$11,000 for the purpose of Keynote speaker and workshop presenter on October 10, 2016 and January 23, 2017, contract pending board attorney review.

- 39. Recommend** approval of a lease agreement with \_\_\_\_\_ for \_\_\_\_ new multi-functional Copiers/Printers/Scanners to replace existing copiers at a monthly cost of \$\_\_\_\_\_. This agreement includes service and all supplies minus paper, as per Document \_\_\_\_\_. State contract #40467.

**Personnel**

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

*Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Item #41.*

*Motion was made by Mrs. Bossone, seconded by Mr. Sorino, to approve Manasquan/Sending District Item #41.*

*Discussion: None*

*Roll Call Vote: Ayes (10); Nays (0); Abstain (\*1) Mrs. Garrett-Muly on Richard Read only; Absent (2) Mrs. DiPalma, Mr. Gardner*

**MOTION CARRIED**

**Professional Days**

**41. 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>                                  |
|---------------------------------------------------------------------------|-------------------------------------------------|--------------------------------|-------------------------------|------------|----------------------------------------------|
| September 12, 2016                                                        | Margaret Polak                                  | Princeton Junction             | APA Training                  | No         | Mileage - \$24.43                            |
| September 13, 2016                                                        | Amy Edwards<br>Carrie Eastmond                  | Wall, NJ                       | Power Save Grant Requirements | Yes-2      | None                                         |
| September 21, 2016<br>December 14, 2016<br>March 15, 2017<br>May 17, 2017 | Lynn Coates                                     | Manahawkin                     | SAIF Regional Safety Meetings | No         | None                                         |
| September 26, 2016                                                        | Lynn Coates<br>Sandra Freeman<br>Bernard Bigley | East Brunswick                 | Lead Sampling Training        | No         | Mileage - \$18.85each                        |
| August 29-31, 2016                                                        | Richard Read                                    | Monroe Township                | NJPSA Anti-Bullying Program   | No         | Mileage - \$63.24<br>Registration - \$450.00 |
| September 20, 2016                                                        | Richard Read                                    | Leaders to Leaders Orientation | Mentor Induction Program      | No         | Mileage - \$20.09                            |

Mr. Pellegrino asked if there were any questions from the board on Manasquan/Sending Districts Items #42 through #45. Seeing none he continued with the agenda.

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

| <u>Date</u>           | <u>Name</u>      | <u>Destination</u>                                                               | <u>Purpose</u>                     | <u>Sub</u> | <u>Cost</u>            |
|-----------------------|------------------|----------------------------------------------------------------------------------|------------------------------------|------------|------------------------|
| 2016-2017 School Year | Margaret Polak   | Various Locations- To be reimbursed .31 a mile for mileage related to job duties | Monthly County Supervisor Meetings | No         | Not to exceed \$600.00 |
| 2016-2017 School Year | Leigh Busco      | Various Locations- To be reimbursed .31 a mile for mileage related to job duties | ASAP (SACS) Monthly Meetings       | No         | Not to exceed \$75.00  |
| 2016-2017 School Year | Elizabeth Rudder | Various Locations- To be reimbursed .31 a mile for mileage related to job duties | Social Work Meetings               | No         | Not to exceed \$500.00 |

Manasquan/  
Sending  
District Item  
#40  
H.S.  
Professional  
Days

ACTION TAKEN

Manasquan/  
Sending  
District  
Motions  
(No Action  
Taken)

MINUTES – September 20, 2016

|                                                                                                                                        |                                                     |               |                                         |       |                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|---------------|-----------------------------------------|-------|------------------------------------------------------------|
| November 4, 2016<br>March 3, 2017<br>May 5, 2017                                                                                       | Lynn Coates                                         | Tinton Falls  | MOCCSSIF Insurance Meetings             | No    | Mileage - \$17.00                                          |
| October 19, 2016                                                                                                                       | Jennifer Mura                                       | Kenilworth    | Psychiatry Workshop                     | Yes   | None                                                       |
| October 4, 2016                                                                                                                        | Elizabeth Rudder                                    | Robbinsville  | At-Risk Youth Workshop                  | No    | Mileage -\$22.32<br>Registration - \$40.00                 |
| October 24, 2016                                                                                                                       | Elizabeth Rudder                                    | Monroe        | Intervention Workshop                   | No    | Mileage -\$19.96<br>Registration - \$125.00                |
| October 24, 2016                                                                                                                       | Pamela Cosse                                        | Monroe        | Intervention Workshop                   | No    | Mileage -\$19.96<br>Registration - \$125.00                |
| May 9, 2017                                                                                                                            | Sandra Freeman                                      | Mt. Laurel    | NJASBO Program                          | No    | Mileage - \$37.37                                          |
| October 31, 2016<br>November 15, 2016<br>December 8, 2016<br>January 24, 2017<br>February 14, 2017<br>March 14, 2017<br>April 27, 2017 | Lynn Coates                                         | Mt. Laurel    | NJASBO Workshops                        | No    | Subscription<br>Mileage - \$40.36<br>Registration – 275.00 |
| November 8, 2016                                                                                                                       | Carolyn Treney                                      | Philadelphia  | AP Workshop                             | Yes   |                                                            |
| October 7, 2016 –<br>November 17, 2016                                                                                                 | Claire Kozic                                        | Online Course | Mindfulness Fundamentals Training       | No    | Registration - \$125.00                                    |
| October 28, 2016                                                                                                                       | Bernard Bigley                                      | Neptune       | LEAD RRP Certification                  | No    | None                                                       |
| October 26, 2016                                                                                                                       | Meredith Morris                                     | Edison        | FCS Curriculum Conference               | Yes   | Mileage - \$7.50<br>\$115.00                               |
| November 30, 2016                                                                                                                      | Chryseis McHugh                                     | Branchburg    | Starlab Training                        | Yes   | Mileage - \$ 36.00<br>Registration - \$ 125.00             |
| November 3-4, 2016                                                                                                                     | Paul Battaglia                                      | California    | Annual Math Conference                  | Yes   | None                                                       |
| March 22, 2017                                                                                                                         | Chryseis McHugh<br>Barbara Buckley<br>Eric Wasnesky | Branchburg    | NGSS Workshop                           | Yes-3 | Mileage - \$36.00 each<br>Registration – \$125.00each      |
| November 17-19, 2016                                                                                                                   | Amy Edwards                                         | Long Branch   | NJASL Conference                        | Yes   | Registration - \$150.00                                    |
| October 21, 2016                                                                                                                       | Amy Edwards                                         | Wayne         | STEM Conference                         | Yes   | Registration - \$125.00                                    |
| October 20-21, 2016                                                                                                                    | Richard Coppola                                     | Long Branch   | Fall Conference                         | No    | Registration - \$298.00                                    |
| October 6, 2016                                                                                                                        | Dina Elms<br>Lauren Duggan                          | Tinton Falls  | Advisory Council Meeting                | No    | None                                                       |
| October 28, 2016                                                                                                                       | Jesse Place                                         | Monroe        | Student Record Confidentiality Workshop | No    | Mileage - \$20.27<br>Registration - \$ 150.00              |
| October 7, 2016<br>December 9, 2016<br>March 10, 2017                                                                                  | Jesse Place                                         | Monroe        | Affirmative Action Training             | No    | Mileage - \$60.82<br>Registration - \$450.00               |
| October 18, 2016                                                                                                                       | Donald Bramley                                      | Matawan       | National Safe Schools Workshop          | No    | None                                                       |

*Manasquan/  
Sending  
District  
Motions  
(No Action  
Taken)*

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

**43. Recommend approval of the field trips listed below:**

| <u>Date</u>              | <u>Name</u>                 | <u>Subject</u> | <u>Destination</u> | <u>Purpose</u>                      | <u>Sub</u> | <u>Other Board Costs</u>                                     | <u>Other Fund</u> |
|--------------------------|-----------------------------|----------------|--------------------|-------------------------------------|------------|--------------------------------------------------------------|-------------------|
| October 19, 2016         | James Fagen<br>Jason Bryant | History        | New York City      | Culture and Immigration             | Yes-3      | Bus - \$350                                                  | None              |
| October 2016 – June 2017 | Amy Edwards                 | Robotics Team  | Various Locations  | Team Competition                    | No         | None                                                         | None              |
| March 30, 2017           | Meredith Morris             | Grade 12       | Brookdale          | Fashion and Interior Design Careers | Yes-2      | Bus - \$300.00                                               | Student Funds     |
| October 2016 – June 2017 | Lisa Crowning               | Academic Team  | Various Locations  | Academic Bowl Competition           | Yes        | Registration – To Be Determined<br>Bus - \$275.00 each event | None              |
| October 9, 2016          | Alan Abraham                | Marching Band  | Seaside Heights    | Columbus Day Parade                 | No         | 2 Buses - \$245.00 each                                      | None              |

**Placement of Students on Home Instruction****44. Recommend** that the following student(s) be placed on home instruction, as recommended by the Child Study Team:

#2177                      **Grade 11**                      **July 1, 2016 – January 20, 2017 (Medical)**  
 #182358                   **Grade 11**                      **September 6, 2016 – January 20, 2017 (Medical)**

**Financials****45. Recommend acceptance** of the following **High School Central Funds Report** for the month ending **August 31, 2016 as per Document.**

*Mr. Pellegrino asked if there was any Old or New Business to discuss.*

**46. Old Business/New Business**

*Mrs. Garrett-Muly asked if there is a policy in place for a time in which teachers are required to post the grades into the system and if not could we look into. Dr. Kasyan said he would look into creating a policy.*

*Mrs. Bossone asked if the nets on the softball field should have been taken down at the end of the season. Mrs. Coates said she believed they were taken down at one point and she and Dr. Kasyan will look into this.*

*Mr. Sorino referred to conversations he has heard relating to the company that takes the student pictures. Dr. Kasyan said we have a yearly contract with the company and the elementary school principal and PTO president met with the owner of the company to discuss the problems that have been reported by parents. He was surprised that there were still complaints and according to his conversation with Mrs. Graziano she had no issues brought to her attention with the backgrounds or any other area. He also asked the owner of the company to provide different backgrounds. Mrs. Garrett-Muly said that last year the word Kindergarten was spelled incorrectly on the picture and the company never provided reprints. There were other issues with touch ups not being provided along with the background issue being of major concern. It was suggested that the owner attend a PTO meeting to discuss the issues.*

*Mr. Pellegrino opened the Public Forum seeing no further Old or New Business.*

#### 47. Public Forum

*Marilyn Jacobson, 59 McLean Avenue, Manasquan – Mrs. Jacobson asked if the board has taken any steps to proceed with pursuing a change in funding at the high school level. Mr. Pellegrino said that the Commissioner of Education had been contacted but since that time he has resigned and a new individual is in this position; however, there has not been any communication with him on this matter at this time. Mr. Pellegrino said that this is a legislative change and even after speaking with the commissioner it still has to be a legislative decision. She encouraged the board to look into doing more to remedy this situation and have the sending districts provide more funding for the building. Dr. Kasyan said he believes in equity and we do provide the building and the state sets a tuition rate that is paid by the sending district to attend school in our building and this tuition rate affords us the opportunity to have our high school. We want to provide a good learning environment for the Manasquan taxpayer's child and those that are paying a tuition fee to attend the high school. We have to ask the state legislatures to look at this issue but we also need these fixes now to be competitive. This is our building and we have to keep it in good repair. Mrs. Jacobson said it needs a big effort to get this changed and she is willing to go with the board as a taxpayer.*

*Mr. Pellegrino closed the public forum seeing no additional questions or comments from the public.*

*Mr. Pellegrino asked for a motion to enter into Executive Session and read the following statement.*

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

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

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

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

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

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

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

MINUTES – September 20, 2016

*Motion was made by Mr. Loffredo, seconded by Mr. Catani, and approved by voice vote of all those present in favor to enter into Executive Session at 6:44 p.m.* MOTION CARRIED

Executive  
Session

*Mr. Pellegrino asked for a motion to reconvene the Committee of the Whole Meeting.*

Motion to  
Reconvene

*Motion was made by Mr. Furey, seconded by Mr. Burns, and approved by voice vote of all those present in favor to reconvene the meeting at 6:55 p.m.* MOTION CARRIED

*Mr. Pellegrino asked for a motion to approve Manasquan Item #49 – Elementary School Personnel.*

*Motion was made by Mrs. Bossone, seconded by Mr. Warren, to approve Manasquan Item #49 – Elementary School Personnel, as specified in Document A.*

*Discussion: None*

*Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (1) Linda DiPalma*

MOTION CARRIED

**MANASQUAN**

**Personnel**

- 49. Recommend approval of the September 20, 2016 Elementary School personnel, as per Document A.**

Manasquan  
Item #49  
E.S. Personnel  
Document A

*Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Items #50 – High School Personnel and Item #51 – MEA/MBOE Sidebar agreement.*

Manasquan/  
Sending  
District Item  
#50 & #51

*Motion was made by Mr. Furey, seconded by Mrs. Bossone, to approve Manasquan/Sending District Items #50 – High School Personnel, as specified in Document 1 and the MEA/MBOE Sidebar agreement, as specified in Document 2.*

*Discussion: None*

*Roll Call Vote: Ayes (10); Nays (0); Abstain (\*3) Mrs. Garrett-Muly abstained on Michaela Read; James Freda and Erik Ertle and Mr. Pellegrino abstained on Thomas Pellegrino on Document 1; Absent (1) Mrs. DiPalma*

MOTION CARRIED

**MANASQUAN/SENDING DISTRICTS**

**Personnel**

- 50. Recommend approval of the September 20, 2016 High School personnel as per Document 1.**

H.S. Personnel  
Document 1

- 51. Recommend approval of the sidebar agreement between the Manasquan Education Association and the Board of Education, as per Document 2.**

MEA/MBOE  
Sidebar  
Agreement  
Document 2

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

*Motion was made by Mrs. Garrett-Muly, seconded by Mr. Loffredo, to adjourn the meeting at 6:59 p.m.*

Adjournment

**52. Adjournment**

Motion to Adjourn

Respectfully submitted,



Lynn Coates  
Board Secretary