

BOARD OF EDUCATION
Manasquan Borough

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, October 17, 2017.

The Board President, Mr. Pellegrino, called the meeting to order at 6:02 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

Roll Call

<i>Donna Bossone</i>	<i>Heather Garrett-Muly - absent</i>	<i>Thomas Pellegrino</i>
<i>Eugene Cattani</i>	<i>Terence Hoverter</i>	<i>Alfred Sorino - absent</i>
<i>Linda DiPalma – absent</i>	<i>Joseph Loffredo - absent</i>	<i>Tedd Vitale (Brielle)</i>
<i>Mark Furey (Belmar)</i>	<i>Anne McGarry (SLH) – arrived 6:05</i>	<i>Colin Warren</i>

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Barbara Kerensky, Director of Curriculum & Instruction; Jesse Place, Director of Technology & Human Resources; Doug Kovats, Board Attorney; Sandi Freeman, Recording Secretary; Christopher Black, Julianna DeGenova and Madison Rydholm, Student Board Representatives. Absent: Olivia Easton, Student Board Representative.

Mr. Pellegrino said he expects Mrs. McGarry to be in attendance to assure sending district quorum.

Mr. Pellegrino read the Mission Statement and Statement to the Public.

4. Mission Statement

Mission Statement

Manasquan School District empowers all students by providing a safe, healthy, and inclusive environment where continual growth, perseverance, and rigorous academic standards are balanced with extensive extra-curricular opportunities and rich tradition through partnership with community.

5. Statement to the Public

Statement to the Public

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then placed on the agenda at the next 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.

Mr. Pellegrino asked for a motion to accept and approve the minutes as per Item #6.

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

Discussion: None

Roll Call Vote: 9/19/17 – Ayes (7); Nays (0); Abstain (1) Mr. Hoverter; Absent (4) Mrs. DiPalma; Mrs. Garrett-Muly; Mr. Loffredo, Mr. Sorino

9/26/17 – Ayes (5); Nays (0); Abstain (3) Mr. Furey; Mr. Hoverter, Mr. Vitale; Absent (4) Mrs. DiPalma; Mrs. Garrett-Muly; Mr. Loffredo, Mr. Sorino

MOTION CARRIED

Minutes

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Committee of the Whole and Closed Executive Session of September 19, 2017 and the Regular Public Meeting and Closed Executive Session of September 26, 2017. Executive Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed executive session no longer exists.

Mr. Pellegrino asked Mrs. Coates to administer the Oath of Office to Madison Rydholm.

7. Student Board Representative Report

Oath of Office

- Madison Rydholm

Mrs. Coates congratulated Ms. Rydholm and welcomed her to the board.

Mr. Pellegrino continued with the Student Board Representative Report.

Madison Rydholm reported that the Student Council is working on plans for the Homecoming Pep Rally and Halloween. They will be meeting with Mr. Coppola tomorrow.

Christopher Black reported that the Key Club will be volunteering at the Fall Festival held at the Brielle Park and the Spring Lake Kitchen Tour. Julianna DeGenova reported that Key Club members participate at the PTA Meetings and the Homework Club. A wreath sale will be conducted in the near future and this money will go towards a scholarship. Mr. Black said that the Key Club will also be collecting turkeys for less fortunate families for Thanksgiving.

Mr. Pellegrino thanked the students for their reports and asked for a motion to accept the Student Board Representative Reports.

Motion was made by Mr. Vitale, seconded by Mr. Hoverter, to accept the Student Board Representative Report.

Discussion: None

Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (4) Mrs. DiPalma; Mrs. Garrett-Muly; Mr. Loffredo, Mr. Sorino

MOTION CARRIED

Mr. Pellegrino continued with the Presentations and turned the floor over to Dr. Kasyan.

Dr. Kasyan asked Mr. Coppola and the surf team coaches, Mr. Buss and Mr. LaCarrubba to join him at the podium. Mr. Coppola congratulated the members of the surf team on their outstanding performance at the competition last Sunday. He thanked the team members for representing the district in the best way possible with a high level of competition. Mr. Coppola said that the board would be approving the recognition of the surf team as a varsity sport this evening. He thanked the parent group for their strong support of the team. Mr. Coppola spoke on a meeting he had today with Mr. Buss and Mr. Cahill, along with a representative of the NSSA, to discuss the season and the competition. He said that Sunday's competition was one of the closest competitions that the NSSA had experienced. Questions about the scoring and the final outcome of the competition were discussed at this meeting. Mr. Coppola recognized the surf team as the New Jersey State Champions.

Oath of Office
Madison
Rydholm

Student Board
Representative
Reports

Surf Team –
New Jersey
State
Champions

Mr. Coppola said that at the time of the competition Manasquan finished two points behind Ocean City High School. After further review and recalibrating of the scoring there was a question moving forward and after meeting with the representative of the NSSA to review the scoring and through the diligence of the coaches the scores were overturned and the team was awarded the championship. Mr. Coppola said that it was very important to recognize the team tonight because that special moment was taken away from them on Sunday.

Surf Team –
New Jersey
State
Champions

Mr. Buss said that as a math teacher he went over the numbers several times and found the totals to be different from what was tabulated on Sunday. He, along with Mr. Coppola, Mr. Cahill and Mr. LaCarrubba, met with the NSSA representative and this resulted in the Manasquan High School's Surf Team being recognized as the 2017 New Jersey State Champions. He apologized that the team lost their life-long moment on the beach but through the strong efforts of Mr. Coppola we brought you and your parents all together tonight to recognize this outstanding accomplishment. He said that the team surfed on Sunday in a way that was unknown to the coaches and holding on to the focus and concentration throughout the long day was commendable.

Mr. Pellegrino said that conversation between the administration, the board and the parent's group has been ongoing and he referred to #34 on the agenda that officially recognizes the Manasquan Surf program as a team sport and to establish a 2018-2019 school budget to supplement the existing surf program.

Dr. Kasyan said that discussion to include the surf team as a recognized team sport did not just happen after Sunday's victory but instead it happened a month ago during an executive session of the board. He congratulated the team on a job well done.

8. Presentations

Presentations

Dr. Kasyan reported that during the presentation portion of the meeting the board would recognize the Elementary School and High School Students of the Month, the Elementary School and High School Teachers of the Month, the Elks Elementary School and Teenager of the Month. In addition to the students and teachers of the month, a student would be recognized for an Act of Bravery, along with recognition of the participants of the Academy of Engineering STEAM Tank Challenge.

- **High School Students of the Month for September – William McCarthy, Senior – Grace Beyer, Junior – Allison Hamilton, Sophomore – Michelle Beer, Freshman**
- **High School Teacher of the Month for September– Thomas Glenn**
- **Elementary School Student of the Month for September – John Nowak**
- **Elementary School Teacher of the Month for September – Alissa Boyne**
- **Elks Elementary School Student of the Month for September- Luis Morales**
- **Elks Teenager of the Month for September- Lucy Brennan**

Students and
Teachers of the
Month
Recognition

Dr. Kasyan explained the process involved and the criteria used in the selection of the students of the month. He introduced and congratulated the high school and elementary school students of the month, the Elks Elementary School Student and Elks Teenage of the month and presented them with Certificates of Appreciation and Wally Bucks.

Dr. Kasyan also recognized and congratulated the elementary school and high school teachers of the month and presented them with Certificates of Appreciation.

- **Act of Bravery Recognition – Lambros Komitas**

Act of Bravery
Recognition

Dr. Kasyan congratulated Lambros Komitas who while surfing in the early evening assisted with the rescue of four swimmers in distress on the Belmar beach while waiting for the arrival of the rescue team. Lambros was recognized on September 19th by the Belmar Council. Dr. Kasyan said that this

act is an example of the quality of the outstanding students that we have in Manasquan and both he and the board felt it was important to recognize and thank him this evening. He introduced and congratulated Lambros Komitas and presented him with a Certificate of Appreciation and Wally Bucks.

- **Academy of Engineering STEAM Tank Challenge Recognition**

Dr. Kasyan introduced and congratulated Amy Edwards, the Director of the Academy of Engineering at Manasquan High School. Dr. Kasyan asked that Ms. Edwards provide the explanation of the slide presentation on the STEAM Tank Challenge. She explained the process involved with the challenge and the outcome that resulted in two of the high school teams moving on to the finals at the New Jersey School Boards Association Workshop in Atlantic City. She encouraged board members attending the workshop to attend the presentation and vote for the Manasquan teams.

Ms. Edwards introduced and congratulated members of the STEAM Tank Challenge and presented them with Certificates of Appreciation and Wally Bucks. Dr. Kasyan congratulated the team members on their innovative ideas and wished them luck in Atlantic City.

Dr. Kasyan asked for a brief recess to enjoy the congratulatory cake. Dr. Kasyan resumed the meeting with the presentations by the two Academy of Engineering STEAM Tank Challenge teams. Dr. Kasyan complimented the teams on their outstanding projects.

- **PARCC Presentation** – Presented by Richard Kirk, Justin Roach, and Craig Murin

Dr. Kasyan said he finds the PARCC Presentation to be extremely exciting because of how well the student have done with regard to their exceptional focus on excellence and education every year. He thanked the parents, students and his staff for their efforts.

Dr. Kasyan invited Mrs. Graziano and Mr. Coppola to the podium to introduce the PARCC Presentation. Mrs. Graziano said that PARCC is a rigorous testing process and she gave credit to the teaching staff for their efforts in preparing the students for the test. A PowerPoint presentation, that was a collaborative effort of the administrative team, was narrated by Mrs. Graziano; Mr. Kirk; Mr. Coppola; Mrs. Kerensky on behalf of Mr. Murin and Mr. Roach. A copy of the PARCC presentation will be included in the formal minutes.

Dr. Kasyan commented that he would rather compare our students to themselves and not the state by looking at the growth that is evident in these scores. He said that it was key that the administrative team took a step back and looked at the test results, even though they surpassed the state's average, and collected data to see where the students were and adjusted the staff development, instruction and standardized testing in order for the students to achieve even better results. He congratulated and thanked the staff and administrative team for what they have accomplished.

- **New Road Construction Project Update** – Presented by Robert Notley

Dr. Kasyan turned the floor over to Mr. Robert Notley, for a report on the building project. Mr. Notley complimented the STEAM team on their modular track concept. He also complimented the district on having a surf team.

Mr. Notley referred to the overall referendum budget and program summary that has been updated from last month. He reported that the high school stair tower door project has been extended into November due to manufacturing delays with the doors and all else is pretty much on schedule and unchanged from last month. He reported that the elementary school fire alarm project is essentially complete and tested and accepted by the local construction official. The district will now have to decide on a monitoring company to work along with the system. He reported that the elementary school HVAC control work provided by TRANE is essentially complete as well. District personnel

Act of Bravery
Recognition

Academy of
Engineering
STEAM Tank
Challenge
Recognition

PARCC
Presentation

New Road
Construction
Project Update

are receiving training on the new equipment. Both projects will be considered complete when the contractors provide as-built drawings and O&M manuals for new equipment. Mr. Notley reported on the following change order requests from TRANE that resulted from emergency repair of a compressor at the elementary school, in the amount of \$3,586.75 and the replacement of 61 circuit setters with balancing valves, in the amount of \$29,935. Mr. Notley continued with a review of the elementary school site improvements and reported that Edwards Engineering is working on the preparation of specifications. He anticipates this project will be ready to bid early in 2018 with work being performed in the summer of 2018. He reported that the VoIP phone and paging systems is substantially complete. The elementary school window replacement project is completed and the high school stair tower door delivery is anticipated for October 30th with installation taking approximately two weeks. This work is being provided by SLS Construction. Mr. Notley provided an update and details of the work being performed at the high school renovations and addition project with Kappa Construction Corp. He referred to slides of progress photos taken in the high school science rooms and the new masonry fire separation wall. He reported that the high school construction camera installed on the elementary school roof is up and running and will provide 24/7 monitoring of the project along with security. He reported that Mr. McDermott from New Road is on site full time and bi-weekly construction meetings take place with the design professionals and contractors and design meetings with Edwards Engineering for the elementary school site work will begin shortly. A small project is being bid on the renovations to the Alternative School in addition to assisting the district in adding staff parking. He provided details on the proposals that are being evaluated for Third Party Testing and Inspection. A copy of Mr. Notley's presentation will be included in the formal minutes.

Mr. Pellegrino thanked Mr. Notley for his presentation and turned the floor over to Dr. Kasyan for the discussion items for the October 17, 2017 agenda.

9. Discussion Items October 17, 2017 Agenda

- Education, Curriculum & Technology- Agenda Items*

- New Jersey Healthy Communities Network grant application *

Dr. Kasyan spoke on the NJ Healthy Communities Network grant application that will fund projects up to \$20,000 over a 24 month period. He provided the details of the grant that requires two strategy components on healthy eating and active living. The grant will be announced in December and is extremely competitive. Mr. Pellegrino said that on behalf of the board, he wrote a letter expressing our interest and endorsement of the grant application.

- Later Start Time Committee

Dr. Kasyan reported that the Later Start Time Committee has met and information provided by the state was sent to the board in the Friday Packet. The committee plans to work through January and February and at the conclusion a presentation by the committee will be provided to the board focusing on the later start time. He also provided a video to the board on the medical research that was done for students and their brains relating to the later start time. Dr. Pellegrino said that this video was very interesting and worth watching.

- Academy Enrollment

- Academy of Health Careers – 178
- Academy of Finance – 115
- Academy of Public Safety - 48
- Academy of Engineering – 103

Dr. Kasyan reviewed the current academy enrollments. He said that when established during his tenure at Manasquan he envisioned having a student population of around 100 and these numbers are proof that we are doing well and surpassing his vision. He is glad to report that the academies are moving forward at a good pace. Mr. Vitale asked if a student could be in more than one academy. Mrs. Kerensky said that this would be difficult with the overlapping of courses but depending on the academy it may be possible. Mr. Roach said a student graduated last year with attendance in two

Discussion
Items
Education,
Curriculum &
Tech.

NJ Healthy
Communities
Network Grant

Later Start
Time
Committee

Academy
Enrollments

academies. Mrs. McGarry asked what year the students can join an academy. Mr. Roach said in their sophomore year. Mr. Pellegrino asked what the plans are for the next potential academy in particular a performing arts academy. Dr. Kasyan said that there was discussion on this academy three years ago but it was decided to focus on the engineering and public service academies. Also looked into at that time was the dedication of space, teachers and a curriculum. He said it would be in our vision after the building project to see if we have a location that would provide for a very substantial performing arts academy. Dr. Kasyan said that this will be in discussion and the possibility of bringing this to fruition would be a year or two away after the completion of the building project. Dr. Kasyan suggested conducting a survey of the students and staff to see if there is an interest in this academy. Mr. Pellegrino suggested also surveying the sending district students.

- Instructional Council
 - Summer Academy 2018
 - STEM Program District Wide

Dr. Kasyan complimented those individuals involved in the Instructional Council for doing a great job. He reported that two of the goals are the fruition of the Summer Academy in 2018 and the discussion of a more formalization of a district wide STEM Initiative. Mrs. Bossone asked if the Arts would be included in this initiative. Dr. Kasyan said that we are moving in that direction with the elementary school calling it STEAM at this time. Mr. Pellegrino said that a more district wide program is the direction that the parents in the elementary school are looking for.

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

Dr. Kasyan said personnel would be discussed in executive session.

- **Policy- Agenda Items***
Policies for 2nd Reading

- P & R 7102 Site Selection and Acquisition

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

- **Finance - Agenda Items***

- 2018-2019 Budget Plan of Action

Dr. Kasyan turned the floor over to Lynn Coates, School Business Administrator, for the Finance Report. Mrs. Coates reported that the 2018-2019 budget plan of action is on the agenda this evening for board approval. The plan outlines the roles and responsibilities along with the timeline of the upcoming budget cycle. Dr. Kasyan thanked Mrs. Coates for organizing the budget plan and said that the plan will give the administrative team the opportunity to focus on the budget building process.

- **Buildings & Grounds/Facilities- Agenda Items***

- Preliminary Wetlands Investigation

Mrs. Coates referred to action item #14 on the agenda that related to the preliminary wetlands investigation. She said that Edwards Engineering is being asked to conduct this investigation on the elementary school parcel adjacent to Judas Creek and Highway 71. The purpose of this investigation is to determine the feasibility of adding an additional parking lot for school use. This parking lot would accommodate between 20 and 40 spaces but the wetlands investigation must be conducted by the engineer prior to moving forward with the project.

Mr. Pellegrino turned the floor over to Dr. Kasyan for his report.

10. Superintendent's Report & Information Items

- Enrollment– **Document A**
 - **Total Enrollment – 1,524**
 - High School – 945
 - Elementary School – 579

Academy
Enrollments

Instructional
Council
Summer
Academy 2018

STEM Program
District Wide

Personnel
(Executive
Session)

Policy
2nd Reading

Finance
2018-19
Budget Plan of
Action

Buildings &
Grounds/
Facilities
Preliminary
Wetlands
Investigation

Superintendent
Report
Enrollment
Document A

- Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports–
Document B
Fire Drill Reports
 - **High School:**
 - **September 12th (Fire Drill)**
 - **September 20th (Lockdown)**
 - **Elementary School:**
 - **September 14th (Fire Drill)**
 - **September 28th (Lockdown)**
- **HIB Monthly Report - No report for the month**

Dr. Kasyan reported on the Enrollment, as specified in Document A and the Fire Drills Report as specified in Document B. There were no HIB events for the month of September. He concluded his report and turned the floor over to Mrs. Kerensky, the Director of Curriculum and Instruction.

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

Mrs. Kerensky said work is being done to establish a connection with Brookdale in two different ways. One being A Course Ahead to get college credits for courses taught at Manasquan. She is specifically looking into the Criminal Justice courses and Mr. Fagan has made application to be an adjunct professor for Brookdale to teach these courses. The other avenue is the possibility of the students receiving an Associate's Degree. She has surveyed the staff to see who would be interested in becoming adjunct professors at Brookdale and the response was overwhelming with 16 teachers interested. These teachers have made application to Brookdale to see if their coursework and degrees are approved by Brookdale to teach their courses. She explained how the process would take place with classes being taken both at the high school and at the Brookdale's Wall campus. She said that Dr. Kasyan has been talking with Georgian Court on their program that would work towards the students acquiring their MBA.

Dr. Kasyan spoke on the 3rd grade results in Math falling a little short of the other grade levels. He asked Mrs. Kerensky to elaborate on this. Mrs. Kerensky said that PARCC gives the areas that students are struggling and with professional development we should be able to remedy this. Dr. Kasyan asked Mrs. Kerensky if she would report to the board at the next board meeting the areas that need to be worked on. Mr. Pellegrino spoke from comments he received from his child that she had not been instructed on some of the questions on the test. Mrs. Kerensky said the state does have a curriculum that tells the concepts that need to be taught and in the order to be taught, however, it was found that things have been put on the test that the district would not be aware of because of the timeline. We have to look at their indicators and also find out exactly where the students are struggling. A question was asked on last year's third grade results in comparison to this year's. Mrs. Kerensky said that last year's third grade students did perform better in math.

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

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

Mr. Place reported thanked both Mr. Notley and Mr. McDermott from New Roads Construction Management for their assistance with the installation of the camera on the elementary school and it is available on the website.

Dr. Kasyan concluded his Superintendent's Report.

*Superintendent
Report
Fire Drill
Reports,
Attendance,
Suspensions &
Tardy Reports
Document B*

*HIB Report
(No Report)*

*Report of the
Director of
Curriculum &
Instruction*

*Brookdale –
College Credit
Program*

*PARCC Test
Scores*

*Report of the
Director of
Technology &
Human
Resources*

*Project Web-
Camera*

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

Recommend approval and acceptance of the Superintendent's Report.

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

Discussion: None

Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (4) Mrs. DiPalma; Mrs. Garrett-Muly; Mr.

Loffredo, Mr. Sorino

MOTION CARRIED

Acceptance of
Superintendent
Report

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

11. Public Forum on Agenda Items

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. In the event it appears the public comment portion of the meeting may exceed 45 minutes, the presiding officer may limit each statement made by a participant to 3-5 minutes duration. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not keeping with the conduct of a proper and efficient meeting. During the public participation portions of this meeting, the Board will not respond to questions from the public involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific or prospective or current employee. This public forum is limited to comment on items included in this agenda only.

Public Forum
on Agenda
Items

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

Mr. Pellegrino asked for a motion to approve Manasquan General Items #12 through #21.

Motion was made by Mr. Warren, seconded by Mr. Hoverter, to approve Manasquan General Items #12 through #21.

Discussion: None

Roll Call Vote: Ayes (5); Nays (0); Abstain (0); Absent (4) Mrs. DiPalma, Mrs. Garrett-Muly, Mr.

Loffredo, Mr. Sorino

MOTION CARRIED

Manasquan
General Items
#12 - #21

MANASQUAN

General Items

12. Recommend approval of the 2017-2018 transportation contracts and agreements for Manasquan resident students, as per **Document 1**.

2017-18
Transportation
Agreements
Document 1

13. Recommend approval of the following change orders:

- Change Order Request #003 \$3,586.75 TRANE Replace compressor MZ-3
- Change Order Request #004 \$29,935.00 TRANE Replace all 61 existing circuit setters with new balancing valves, also to be commissioned.

TRANE Change
Orders

14. Recommend approval of the contract with Edwards Engineering in the estimated amount of \$1,000 to conduct a preliminary wetlands investigation on the Elementary School parcel (adjacent to Judas Creek and State Highway 71) for the purpose of investigating the feasibility of adding an additional parking lot for school district use, per **Document 2**.

Edwards
Engineering –
Wetlands
Investigation
Document 2

TRANE Invoices
HVAC work at
Elementary
School

15. Recommend approval of the following payment of invoices to TRANE, for the HVAC work at the Manasquan Elementary School (balance of 5% withholding from the September payment, to be released upon New Road Construction’s review and approval of Asbuilt drawings):

- Invoice # 38363711 \$1,333.25
- Invoice #38365723 \$10,654.40
- Invoice #38368740 \$5,406.85

16. Recommend approval of Bilingual Speech Plus, Nilda Colazzo to conduct bi-lingual speech and language evaluation with student # 323548 as part of a Child Study Team evaluation at the rate of \$575.00.

N. Colazzo, Bi-
lingual speech
& language
evaluation

Professional Days

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

E.S.
Professional
Days

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
October 13, 2017 (Revised Date)	Linda Bradley	Somerset	International Dyslexia Association Fall Conference	Yes	Registration - \$230.00 Mileage - \$15.00
November 20, 2017	Colleen Graziano	Monroe Twp.	Personalized Learning	No	Mileage: \$19.84
October 13, 2017	Valerie Vayas	Somerset	Dyslexia	Yes	Registration - \$230.00 Mileage - \$15.07
November 15, 2017	Christine Melfi	Sea Girt	District Grade Group Collaborative Session	Yes	None
October 25, 2017	Teresa Reichey	Highlands	Yearbook Advisory Training	Yes	Registration - \$10.00 Mileage - \$ 16.43
November 15, 2017	Alyse Leybovich	Sea Girt	Across District Grade Group Collaborative Session	Yes	None
October 25, 2017	Laura Wahl	Highlands	Yearbook Advisory Training	Yes	Registration - \$10.00 Mileage - \$16.43
October 18, 2017	Nancy LeBlanc	New Brunswick	Low Vision & Large Print Pre-K Workshop	Yes	Mileage - \$12.03
November 15, 2017	Kindle Kuriscak	Sea Girt	LA/Writing	No	None
November 15, 2017	Carmen Rodriguez	Sea Girt	District Grade Group Collaborative Session	Yes	None
December 13, 2017	Christine Rice Nancy Knitter	Cranbury	PARCC Strategies and Instruction	Yes – 2	Registration - \$199 Each Mileage - \$9.00 Each
November 29, 2017	Teresa Savage	Neptune	JSUMC Psychiatry Symposium	No	Mileage - \$4.84
November 29, 2017	Kelly Balon	Neptune	JSUMC Psychiatry Symposium	No	Mileage - \$4.68

Student Action
Field Trips

18. Recommend approval of the field trips listed below:

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
June 2018 (Date TBD)	Cathy Taft Brianna Snel	4 th Grade	Bailey Reed House	History of Manasquan	No	None	None
June 2018 (Date TBD)	Cathy Taft Desiree Faul	4 th Grade	Bailey Reed House	History of Manasquan	No	None	None
June 2018 (Date TBD)	Cathy Taft Pamela Kelly Taylor Ames	4 th Grade	Bailey Reed House	History of Manasquan	No	None	None
June 2018 (Date TBD)	Cathy Taft Meghan Roland Gerald Brown	4 th Grade	Bailey Reed House	History of Manasquan	No	None	None
May 2018 (Date TBD)	Cathy Taft	4 th Grade	St. Catharine's	Spelling Bee	Yes – 1	None	None
December 20, 2017	Cathy Taft Desiree Faul Meghan Roland Gerald Brown Brianna Snel Taylor Ames	4 th Grade	Algonquin Theater	Visual Performing Arts	No	None	Student Funds
May 15, 2018	Cathy Taft Desiree Faul Gerald Brown Meghan Roland Brianna Snel Taylor Ames Nurse – TBD	4 th Grade	Trenton State House	Government Buildings	No	None	Student Funds
May 22, 2018	Katie Kappy Cynthia Kirk Kali Mura Carmen Rodriguez Nurse (TBD)	1 st Grade	Algonquin Theater	"Pete the Cat". Presentation on children's book series	No	None	None
May 18, 2018	Katie Kappy Cynthia Kirk Kali Mura Carmen Rodriguez Nurse (TBD)	1 st Grade	Planetarium – OCC	"Stars From My Backyard" Earth Science	Yes – 1	None	None
October 26, 2017	Heather Saake Margaret Polak Teresa Savage Kathleen Stonaker Kelly Balon	Pre-School	Squan Tavern	Tour kitchen & experience working	No	None	None
December 6, 2017	Marie Lauffer	Chorus	Algonquin Theater	Choral Performance Observation	No	None	None
May 4, 2018	Donna Mead Lauren Buss Michelle Sayre Lauren Kelly Nurse (TBD)	2 nd Grade	Allaire Community Farm	Science – Living Things, Animal Habitats	Yes – 1	None	Student Funds
May 22, 2018	Donna Mead Lauren Buss Michelle Sayre Lauren Kelly	2 nd Grade	Algonquin Theater	Language Arts	No	None	Student Funds

Placement of Students on Home Instruction

- 19. **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**

E.S. Home Instruction (No Report)

Placement of Students Out of District

- 20. **Recommend** approval of the Revised 2017-2018 External Placement list that reflects tuition costs, as per **Document 3**.

Out of District Placements Document 3

Financials

- 21. **Recommend acceptance** of the following **Elementary School Central Funds Report** for the month ending **September 30, 2017** as per **Document 4**.

Financials E.S. Central Funds Report Document 4

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Items #22 through #39.

Motion was made by Mrs. McGarry, seconded by Mr. Vitale, to approve Manasquan/Sending District Items #22 through #39.

Discussion: None

Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (4) Mrs. DiPalma, Mrs. Garrett-Muly, Mr. Loffredo, Mr. Sorino

MOTION CARRIED

Manasquan/Sending District Items #22 - #39

MANASQUAN/SENDING DISTRICTS

General Items

- 22. **Secretary's Report**

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

Financial Reports

The Business Administrator/Board Secretary certifies that as of **September 30, 2017** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Secretary's Certification

Be it Resolved; that the amount of district taxes, excluding debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,449,782.00** 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.

District Taxes

Be It Resolved: Pursuant to N.J.A.C. 6A:23A-16.10 (c)3 the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **September 30, 2017** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

Acceptance of the Secretary's Certification

Recommend acceptance of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **September 30, 2017** per **Document C**. (The Treasurer of School Moneys Report for the month of **September 2017** is on file in the Business Office and is in balance with the Secretary's Report).

Secretary's Financial & Investment Report Document C

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 **September 30, 2017** 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

Budget Certification Document C

made with line item accounts of the current expense portion of the **2017-2018 budgets** for **SEPTEMBER and OCTOBER** as recommended by the Superintendent of Schools, as per **Document C.**

Purchase Orders for the month of **OCTOBER 2017** be approved, as per **Document D.**

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

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$1,287,886.31** for the month of **OCTOBER, 2017** be approved. Record of checks (**#41138** through **#41236**), and distributions are on file in the Business Office.

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$0** for the month of **OCTOBER, 2017** be approved. Record of checks (**#1076** through **#1076**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **SEPTEMBER, 2017** at **\$2,463,573.46** and checks (**#40918** through **#41137**) and (**Capital Expense**) for **SEPTEMBER, 2017** at **\$785,482.10** and checks (**#1059** through **#1075**).

23. Recommend approval of the acceptance of a 2017-2018 Parent-Paid Tuition Student in Grade 11 at the Manasquan High School, at the yearly tuition amount of \$7,000 (pro-rated), effective on or about Monday, October 23, 2017.

24. Recommend approval of the Request for Obsolete Equipment Disposal for a mobile science lab table. This equipment has been determined to be unusable, as per **Document F.**

25. Recommend approval of the Plan of Action for the 2018-2019 School District Budget, as per **Document G.**

26. Recommend approval of the NJQSAC Statement of Assurance for the 2017-2018 school year, as per **Document H.**

27. Recommend approval of the acceptance of the Proposal for Construction Testing and Inspection Services for the Addition and Renovations to Manasquan High School from Underwood Engineering, in the estimated amount of \$74,500. (pending attorney review)

28. Recommend approval of Inclusive Technology Solutions, LLC to provide 4 hours of assistive technology support to student # 22271 at a rate of \$110.00 per hour. (not to exceed \$440.00).

29. Recommend approval of the Facility Rental Agreement with the Atlantic Club for the 2017-2018 Manasquan High School Swim Team practices and swim meets, in the amount of \$15,710, as per **Document I.**

30. Recommend approval of the **Curriculum list** for the **2017-2018** School Year as per **Document J.**

31. Recommend approval of the New Jersey Healthy Communities Network grant application.

*Budget
Certification
Document C*

*Purchase
Orders
Document D*

*Cafeteria
Report
Document E*

*Bills
Current
Expense*

*Bills
Capital
Expense*

*Confirmation
of Bills –
Current &
Capital
Expense*

*2017-18 Parent
Paid Tuition
Student H.S.*

*Obsolete
Equipment
Disposal
Document F*

*2018-19
Budget Plan of
Action – Doc. G*

*NJQSAC SOA
Document H*

*Underwood
Engineering –
Testing &
Inspection
Services*

*Inclusive Tech
Solutions –
Asst. Tech
Support – HS
student*

*Atlantic Club
2017-18 Rental
Agreement*

*2017-18
Curriculum list
Document J*

*NJ Healthy
Communities
Network Grant*

- 32. **Recommend** approval of the Resolution of Support Authorizing the Submission of a Sustainable Jersey for Schools Grant Applications as per **Document K**.
- 33. **Recommend** approval for Francis Peters, an Occupational Therapy Assistant from Thomas Jefferson University, to work under district Occupational Therapist for a Level I fieldwork experience for a total of 36 hours from November 11, 2017 to January 19, 2018.
- 34. **Recommend** approval to officially recognize the Manasquan Surf program as a team sport, and to establish a 2018-2019 school budget to supplement the existing surf program. The board agrees to fund the following:
 - Coaches (as per negotiated agreement)
 - Lifeguards
 - Jerseys
 - NSSA Membership
 - State Championship Entry Fee
 - Judges
 - Buses for Meets
- 35. **Recommend** approval of the second reading and adoption of the following policies, as per **Document L**.
 - P & R 7102 Site Selection and Acquisition

Resolution of Support – Sustaining Jersey Grant Document K

F. Peters, OT Assistant

Recognition of HS Surf Team as team sport

Policies 2nd Reading P&R 7102

Professional Days

- 36. **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 23, 24, 2017	Jesse Place	Atlantic City	NJSBA Workshop	No	Mileage - \$42.42 Tolls - \$25.00 Parking - \$20.00 Hotel - \$194.00 Meals/Incidentals - \$96.00
November 2, 2017	Jesse Place Frank Scott	Union	NJ GMIS Cybersecurity Awareness	No	Travel - \$31.25 Each
October 7, 2017	Dorothy Gerlach	Mercer County Park	State Tennis Tournament	No	Travel - \$23.56
October 8, 2017	Dorothy Gerlach	Hamilton	State Tennis Tournament	No	Travel - \$22.63
November 3, 2017	Margaret Polak	Monroeville	Tool Kit for Supervisors of Special Ed.	No	Registration - \$149.00 Mileage - \$22.01
October 25, 2017	Barbara Kerensky	Atlantic City	STEAM TANK Competition	No	None
December 11, 2017	Jesse Place Maria Attilio	Hillsborough	Genesis User Group Mtg.	No	Mileage - \$36.39 Each
December 5, 2017	Susan Lord	Manalapan	Self-Regulation Workshop (CST)	No	Mileage - \$6.60

MINUTES – October 17, 2017

November 16, 2017	Susan Lord	Mountainside	Facility Tour	No	Mileage - \$16.18
October 25, 2017	Leigh Busco	Eatontown	Substance Use Disorders	No	None
October 3, 2017	Craig Murin	Ocean Township	Supervisors Meeting	No	Mileage - \$9.30
December 7, 2017	Claire Kozic Eric Wasnesky Kevin Hyland Rick Coppola	Scotch Plains	Advisor/Teacher Meeting	Yes – 3	Mileage: \$28.52 Each
October 18, 2017	Cheryl Bontaies	Somerset	NJAAP School Health Conference	Yes	Registration - \$195.00 Mileage - \$30.31
November 20, 2017	Barbara Kerensky	Jamesburg	Defining, Designing & Delivering Personalized Inst.	No	None
October 21, 2017 October 22, 2017	Dorothy Gerlach	Middletown	M.C. Tennis Tournament	No	Mileage - \$29.14
December 1, 2017	Jason Bryant	Princeton	NJ Council for History Education	Yes	Registration - \$80.00 Mileage - \$12.09
November 1, 2017	Jesse Place	Freehold	Monmouth County Tech Council	No	Mileage - \$10.91
October 27, 28, 2017	Craig Murin	East Windsor	AMTNJ Conference	No	Registration - \$265.00 Mileage - \$ 19.22

H.S.
Professional
Days
(continued)

Student Action

Field Trips

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

H.S. Field Trips

<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 27, 2017	James Fagen Harry Harvey Jason Bryant Nurse - TBD	History	Brookdale Community College	Speaker on Historical Lesson	Yes - 3	None	Student Funds
October 2017 (date TBD)	James Fagen Jason Bryant	History	NYC	Tour Little Italy & China town	Yes – 2	Bus - \$560	None
October 30, 2017	Jamie Onorato Jamie Mawn Nurse - TBD	Yearbook/ Journalism	Rutgers University	Fall Student Press Day Conference	Yes – 2	Bus - \$375	None
November 3, 2017	Kevin Hyland	ECC/Rutgers	Hawkwood School	Training on SE Curriculum	Yes – 1	Bus - \$375	None
October 20, 2017 November 13, 20, 2017 December 9, 2017 January 9, 16, 2018 February 24, 2018 March 8, 15, 22, 2018	Lisa Crowning	Academic Team	Various Locations	Academic Team Competition	Yes – 1	Bus - \$375 Each Date	None

Placement of Students on Home Instruction

38. 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:

- | | | |
|---------|----------|---|
| #183615 | Grade 12 | September 26, 2017 - October 26, 2017 (Medical) |
| #182261 | Grade 12 | September 27, 2017 - October 27, 2017 (Medical) |
| #2334 | Grade 10 | October 16, 2017 - December 22, 2017 (Medical) |

H.S. Home Instruction

Financials

39. Recommend acceptance of the following **High School Central Funds Report** for the month ending **September 30, 2017 as per Document M.**

Financial
H.S. Central
Funds Report
Document M

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

Old Business
New Business
(No Report)

40. Old Business/New Business

There was no Old or New Business to come before the board. Mr. Pellegrino opened the second public forum.

41. Public Forum

Public Forum

Mr. Pellegrino closed the second public forum seeing no public participation. He asked for a motion to enter into executive session and read the following statement.

Motion was made by Mrs. McGarry, seconded by Mr. Warren, and approved by voice vote of all those present in favor to enter into Executive Session at 8:10 p.m. MOTION CARRIED

42. 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 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 (Grievance Hearing)
- 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, Leave of Absence, Resignation)

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.

Motion was made by Mr. Warren, seconded by Mr. Vitale, and approved by voice vote of all those present in favor to reconvene the meeting at 8:45 p.m. MOTION CARRIED

Mr. Pellegrino asked for a motion to approve Manasquan Item #43.

Motion was made by Mr. Hoverter, seconded by Mr. Catani, to approve Manasquan Item #43 – Elementary School Personnel, as specified in Document 5.

Discussion: None

Roll Call Vote: Ayes (5); Nays (0); Abstain (0); Absent (4) Mrs. DiPalma, Mrs. Garrett-Muly, Mr. Loffredo, Mr. Sorino MOTION CARRIED

MANASQUAN

Personnel

43. Recommend approval of the Elementary School personnel as per **Document 5.**

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Item #44.

Motion was made by Mr. Vitale, seconded by Mr. Furey, to approve Manasquan/Sending District Item #44 – High School Personnel, as specified in Document N.

Discussion: None

Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (4) Mrs. DiPalma, Mrs. Garrett-Muly, Mr. Loffredo, Mr. Sorino MOTION CARRIED

MANASQUAN/SENDING DISTRICTS

Personnel

44. Recommend approval of the High School personnel as per **Document N.**

Mr. Pellegrino asked for a motion to adjourn.

Motion was made by Mr. Hoverter, seconded by Mr. Furey, and approved by voice vote of all those present in favor to adjourn the meeting at 8:45 p.m. MOTION CARRIED

45. Adjournment

Motion to Adjourn

Respectfully submitted,



Lynn Coates

Board Secretary

Executive Session

Meeting Reconvened

E.S. Personnel Document 5

H.S. Personnel Document N

Adjournment