

BOARD OF EDUCATION
Borough of Manasquan

The Combined Committee of the Whole 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, November 16, 2021.

The President, Mr. Cattani, called the meeting to order at 6:03 p.m. and read the Opening Statement.

1. Call to Order

Call to Order

2. 48- Hour Notice

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.

Mr. Cattani requested that everyone join in the Pledge of Allegiance.

3. Pledge of Allegiance

4. Roll Call

Roll Call

<i>Bruce Bolderman</i>	<i>Eugene Cattani</i>	<i>Anne McGarry (Spring Lake Heights)</i>
<i>Donna Bossone</i>	<i>Terence Hoverter - absent</i>	<i>Thomas Pellegrino</i>
<i>Martin Burns</i>	<i>Dennis Ingoglia (Brielle)</i>	<i>Alexis Pollock – arrived 6:08 p.m.</i>
<i>Michele Cartaya (Lake Como)</i>	<i>Joseph Loffredo</i>	<i>Alfred Sorino</i>

Also present: Dr. Frank Kasyan, Superintendent of Schools; Dr. Pete Crawley, School Business Administrator/Board Secretary; Gabrielle Pettineo, Board Attorney; Rick Coppola, Director of Curriculum and Instruction; Lesley Kenney, Director of School Counseling Services; Suzanne Olimpio, Interim Director of Special Services; Sandi Freeman, Recording Secretary; Lily Buerck and Joy Nolan, Student Board Representatives
Quorum Reached

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

5. 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.

6. Statement to the Public

Statement to the Public

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then placed on the agenda at the next Combined Committee of the Whole and Regular Board meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After discussion during the Committee of the Whole portion of the meeting, the matter is focused on during the Regular Public Board Meeting agenda and presented to the Board of Education for a vote.

Mr. Cattani asked for a motion to accept and approve the minutes.

Motion was made by Mrs. Bossone, seconded by Mr. Sorino, to accept and approve the minutes, as specified in Item #7.

Roll Call Vote: Ayes (9); Nays (0); Abstain (1) Mr. Loffredo; Absent (2) Mr. Hoverter, Mrs. Pollock
MOTION CARRIED

Minutes

7. 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 October 12, 2021. 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.

8. Student Board Representative Report

Student Board
Rep. Report

Mr. Cattani turned the floor over to Dr. Crawley to administer the Oath of Office to Lily Buerck and Joy Nolan, Student Board Representatives. Mr. Cattani welcomed the students and asked them to present their reports.

Oath of Office

Lily Buerck, Student Council Vice President, reported that the Open House would take place this Thursday for prospective students. Friday begins Spirit Week preparing for Homecoming. Next Wednesday the Homecoming celebration parade will take place followed by the football game on Thursday.

Student Council
Report

Joy Nolan, Key Club Vice President, reported that very successful meetings have taken place this year. A wreath sale was held and raised funds for the Key Club and the Thanksgiving food drive is currently underway.

Key Club
Report

Dr. Kasyan thanked the students for being actively engaged in very positive undertakings.

Mr. Cattani reported that the Thanksgiving game with Wall has been cancelled and thanks to efforts made by the administration the game will be played against Shore Regional on Thanksgiving. The parade and bonfire will take place on Wednesday and the game will be held on Thursday. Dr. Kasyan thanked the athletic director and head football coach for reaching out to get a team to play on Thanksgiving.

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

9. Presentations

Presentations

Dr. Kasyan welcomed everyone and thanked them for their interest in the Manasquan School District. He congratulated all the students present this evening either for academic or athletic achievement. He thanked the Board of Education for allowing him to start every meeting with a focus on the students. He read two quotes that exemplified the qualities of teachers.

- **High School Teacher of the Month – Jason Bryant**

High School
Teacher of the
Month

Dr. Kasyan introduced and congratulated the High School Teacher of the Month, Jason Bryant, who was selected by Chloe Blumenstock. Mr. Bryant congratulated the students of the month and the elementary school cross country team. He echoed Dr. Kasyan's sentiment of having a great staff at Manasquan.

- **Elementary School Teacher of the Month – Andrea Trischitta**

Elementary
School Teacher
of the Month

Dr. Kasyan congratulated the Elementary School Teacher of the Month, Andrea Trischitta, who was selected by Samuel Berlin. Ms. Trichetta was not in attendance this evening.

Dr. Kasyan provided the criteria the students need to meet in order to be recognized as students of the month.

- **High School Students of the Month**– Chloe Blumenstock, Senior – Eleanor Feuster, Junior – Caleb Quatrone, Sophomore – Katherine Michala-Ramirez, Freshman
- **Elementary School Student of the Month**– Samuel Berlin

High School
Students of the
Month

Elementary
School Student
of the Month

Dr. Kasyan introduced and congratulated the High School and Elementary School Students of the Month. He read a short synopsis on each of the students and presented them with Certificates of Commendation, medals, and Wally Bucks.

- **MES Boys Cross Country Team** - 1st Place in Division, 8-0 Record

MES Boys Cross
Country Team

Dr. Kasyan introduced the members of the Manasquan Elementary School Cross Country Team and congratulated them on winning 1st place in their division. He presented the members of the team with Certificates of Commendation, medals, and Wally Bucks.

- **2021 NJ STEAM Tank Sustainability Award**
 - Margaret Bodnar
 - Edward Gunnell

2021 NJ STEAM
Tank
Sustainability
Award

Dr. Kasyan asked Mrs. Edwards to join him at the podium. He introduced Edward Gunnell and Margaret Bodnar and congratulated them on winning the 2021 NJ STEAM Tank Sustainability Award. Mrs. Edwards provided background on the STEAM Tank competition and asked the students to provide the details of their project. Dr. Kasyan presented the students with Certificates of Commendation, medals and Wally Bucks.

- **Five Minute Break**

Dr. Kasyan asked for a five-minute break to partake in some refreshments at 6:29 p.m.

Mr. Cattani reconvened the meeting at 6:35 p.m. and introduced Mr. Notley, for the field house project update.

- **Field House Project Update** – Presented by Robert Notley

Field House
Project Update
Mr. Notley

Mr. Notley updated the Board on the field house project. He provided a summary of the specifications of the field house, along with the individual professionals involved in the design, engineering and general construction. He spoke on the status of work completed to date and work planned for over the next four weeks. The steel delivery is currently scheduled for mid-December and road opening on Atlantic Avenue for sanitary and domestic water connections will be scheduled once final approval is obtained from the Monmouth County Planning Board. He provided photos of the work in progress. The expected completion date is May 2, 2022.

Dr. Kasyan thanked Mr. Notley for his report.

Mr. Cattani continued with the reports of the Principals and Directors and turned the floor over to Dr. Kasyan.

10. Principals' and Directors' Reports –

Dr. Kasyan introduced Mrs. Puleio for the Lower Elementary School report.

- Lower Elementary School (PK-4) – Jaclyn Puleio

Mrs. Puleio reported that Kelso's Choices was introduced into the classes by Ms. Schwier with a focus on World Kindness Day and Conflict Management. Kelso focuses on the ability to identify small and large challenges providing tools to work through different situations and telling the student when it is time to ask an adult for help. The Peer Leaders from the high school are providing one-to-one mentorship with the students. Mrs. Puleio reported that last month she went into the classes and read the book "I'm Not Just a Scribble." that talked about conflict resolution by taking a look at people who may be different with the use of drawings that were different, highlighting the beauty of when they worked together. The book provided a great lesson for the students, and they identified with characters in the story. She provided an update on the iReady Diagnostic and steps being taken by the teachers to utilize these resources to develop PLCs and various approaches with instruction in the classrooms. Mrs. Puleio concluded her report.

Dr. Kasyan introduced Mrs. Manetta for the Upper Elementary School (5-8) report.

- Upper Elementary School (5-8) – Megan Manetta

Mrs. Manetta reported that it is now the end of the first marking period and she and Mr. Cinelli are reviewing the students' performance and developing action plans for any students that require extra support. The parents are kept informed when their student is not finding success so they can be a part of the plan. She provided the systems of support in place at the middle school that provide additional assistance for the students. The search for a science curriculum is ongoing. She, along with Mr. Murin, Mr. Coppola and the middle school science teachers have met with different curriculum vendors. They have a couple more vendors to look at before a recommendation is made to the board. She spoke on the Clubs and Activities Fair that took place during a lunch period. This program provided the opportunity for the students to see the broad scope of the available clubs and activities. Plans are underway to provide a beautiful final year for the 8th grade students. Successful fund raisers have brought in extra funds for the class and plans are being worked out for a trip to Philadelphia. Mrs. Manetta serves as the ESL Supervisor and reported that the 3-year plan is due to the state soon. This plan indicates how we will service our ESL population over the course of the next 3 years. A report will be provided to the Board soon on the sheltered instruction program for approval prior to submittal to the state. Mrs. Manetta said that the sheltered instruction program will start next September, and staff will be trained prior to that time. Mrs. Manetta concluded her report.

Dr. Kasyan introduced Mr. Goodall for the High School report.

- High School – Robert Goodall

Mr. Goodall shared several activities that have taken place at the high school. He provided pictures of the Halloween parade participated by both staff and students. Last Sunday the Powder Puff football game took place with the senior class being the winner. A Club Rush activity was held during unit lunch and provided the students the opportunity to promote the various co-curricular activities available at the high school. Last Wednesday the National Letter of Intent Signing Day took place with eleven students signing either Division One or Division Two scholarships for athletics. Mr. Goodall expressed special kudos to Coach Kukoda and her senior girls varsity players on the level of college the girls will be attending in September. He congratulated the girls on not only what they do on the court but also in the classroom. Mr. Goodall reported that on December 1st, Mr. Tom Devino, the coordinator of the Monmouth County Vocational Schools will be at the high school to provide a presentation on continuing education in the professional trades. A letter has been sent to students and parents to sign up for this program with over 40 students registered at this time. Mr. Goodall discussed the advanced placement recommendations for the 2022-2023 school year. He provided an update on Project Lead The Way and new courses that will

Principals' &
Directors'
Reports

Lower
Elementary
School (PK-4)
Mrs. Puleio

Upper
Elementary
School (5-8)
Mrs. Manetta

High School
Mr. Goodall

be introduced in the 2022-2023 school year. Adding these courses is an effort to evolve the engineering academy into a true STEM academy. The winter sports season will start on November 22nd. He is looking forward to great competitive action indoors for the winter season. Homecoming activities will be in full swing starting with the dance this Friday, hallway decorating, the parade and Thanksgiving Day game against Shore Regional at 11:00 a.m. Mr. Goodall concluded his report.

Dr. Kasyan said that Project Lead the Way is an excellent experience for the students with 105 students actively engaged at this time. He asked Mr. Goodall if the proposed courses would present the need for additional staff. Mr. Goodall said there are factors that will have to be looked at such as student interest and how these new courses could possibly replace other courses not as popular with the students. Dr. Kasyan said he is 100% in support of these courses and with the budget preparation process approaching this will need to be discussed in the near future.

A copy of the principals' reports will be included in the formal minutes.

Dr. Kasyan introduced Mr. Coppola for the Director of Curriculum and Instruction report.

- Report of the Director of Curriculum and Instruction

Mr. Coppola provided an update on the Equity Committee. A meeting was held on November 11th to meet with the six subcommittees to discuss the progress made over the past fourteen months in the different areas. In addition to reviewing the progress made, the committee discussed what the next steps would be moving forward. He explained the breakdown of the subcommittees, with three devoted to curriculum audits of humanities, STEM and the arts and three focused on the at-risk populations, community culture and symbolism and extracurricular involvement. He reviewed the goals of each subcommittee and the steps that are being taken or being looked into to meet these goals. Mr. Coppola spoke on the professional development that will be provided on sheltered instruction to certain members of the staff. The ELL family nights have been well attended with great involvement by the staff. The professional development focus continues to be on equity. Discussion is taking place on aligning the social studies curriculum with the English curriculum at the high school to provide a direct match to what is being taught in social studies and being read in the English class. The Equity Committee will be meeting again next month, and Mr. Coppola appreciates the Board's and administration's support.

Director of
Curriculum &
Instruction
Report
Mr. Coppola

Mr. Cattani asked if the students' survey could be pared down to less questions. He suggested that the Board's Equity Committee review the survey prior to it going out to the students. Mr. Loffredo asked how other schools' programs are being assessed and possibly used in our district. Mr. Coppola said that staff is encouraged to review other programs with a specific purpose in mind and bring back ideas to enhance our program. Mrs. Pollock asked if there is a specific format used when staff review other programs. Mr. Coppola said it is program specific and based on the particular subject matter that teacher is researching. Mr. Coppola concluded his report.

Dr. Kasyan introduced Mrs. Kenney for the Director of School Counseling Services report.

- Report of the Director of School Counseling Services

Mrs. Kenney reported that a very successful College Fair was held on October 25th with over 100 colleges, universities and different areas of the military in attendance. The presenters were very complimentary of the students and parents who attended the program. The Annual Open House will take place this Thursday at 7:00 p.m. The sending districts have received notification and the event is posted on the school's social media page. The newly formed Welcome Warriors have 35 students signed up to provide small group tours of the building and review the available clubs and activities. Ms. Mulroy will be joining her on a visit to Brookdale on December 15th with the ESL students to tour the campus and meet with some of their advisors. Plans are being made for the ASVAB testing to be administered to 59 seniors that will provide required graduation assessments. The Guidance Office is moving forward with the college planning process in addition to conducting visits at the sending districts. The first Freshman for a Day program

Director of
School
Counseling
Services
Mrs. Kenney

will take place this Friday. The interest in this program has been very positive. Mrs. Kenney concluded her report.

Mr. Cattani was impressed with the number of schools and students in attendance at the College Fair.

Dr. Kasyan introduced Mrs. Olimpio for the Interim Director of Special Services report.

o Report of the Interim Director of Special Services

Mrs. Olimpio spoke on the three primary areas that will be worked on this year. A special education audit was performed, and the following areas will be addressed: inclusive practices, improving and enhancing collaboration with the sending districts and developing community and parent partnerships. Relating to the inclusive practice, today a Friendsgiving event took place with the Center for Learning and Independence students and the peer leaders. She said that this event provided very positive skill development for these students as they were responsible for all of the preparations necessary to host this event. She thanked Dr. Kasyan and other administrators who attended this event. Several partnerships will be developed and conducted throughout the year. The Alternative School students are also developing a partnership with the Center for Learning and Independence students to become more involved in the school community. In line with the collaborating with the sending districts, she and Mrs. Kenney hosted a meeting of the sending districts Child Study Teams with a wonderful presentation on 504 Plans provided by Gabrielle Pettineo. She will conduct additional training in December on understanding classification categories and special education programs. The directors from the sending districts have been invited to the Center for Learning and Independence to observe their students in the program and enjoy a breakfast prepared by the students. Work will continue to develop community partnerships and many businesses have given students in our multiply disabled programs jobs. The students will be rotating through these jobs to learn skills throughout the year. A Special Education Advisory Committee is being developed that consists of preschool through 12th grade parents. This committee will provide feedback on their experiences that they as parents are getting with the special education programs. Focus will be put on providing specific programs requested by the parents. Mrs. Olimpio said that she welcomes the opportunity to provide the Board with information on the special education programs and process. Mrs. Olimpio concluded her report.

Mr. Loffredo commented on the Peer Leaders program and how phenomenal this program is for students on both sides of the street. He complimented Ms. Santucci on her efforts with this program.

Dr. Kasyan concluded the presentations for this evening.

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

11. Public Forum on Agenda Items

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. In the event it appears the public comment portion of the meeting may exceed 45 minutes, the presiding officer may limit each statement made by a participant to 3-5 minutes duration. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not keeping with the conduct of a proper and efficient meeting. In order to ensure all members of the public who wish to participate are afforded a timely and orderly opportunity to do so, the Board may not answer questions posed by those making comments. The Board may address questions posed during this period once all members of the public wishing to speak have done so. 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.

Interim
Director of
Special Services
Report
Mrs. Olimpio

Public Forum
on Agenda
Items

Christine Rice, 26 Fletcher Avenue, Manasquan – Ms. Rice thanked the Board for listening to the Equity Committee and the recommendation of Dr. Kasyan to hire Fatima Mulroy. She provides a voice to our ELL families and students. Ms. Rice also thanked the district for Messenger that provides information to parents in the home language. She said kudos to Mrs. Kenney for taking the students to Brookdale.

Public Forum
on Agenda
Items

Mr. Cattani closed the Public Forum on Agenda Items seeing no further comments.

Mr. Cattani opened the second Public Forum on any topic agenda or otherwise.

12. Public Forum

Public Forum

Trish Brown, Manasquan and Vice President of the Manasquan Alumni Foundation – Mrs. Brown spoke on fundraising events being organized by the foundation to fund additional renovations to the Manasquan High School auditorium. She complimented the work done by the Board with new paint and carpeting in the auditorium. The foundation would like to add to this by improving the sound and lighting. Chair plaques are being sold as a \$500 donation level and a dinner and concert are being held on December 4th with a performance provided by Chris Pinnella. VIP tickets for the dinner and show are \$125 and the concert alone is \$40. She appreciates the Boards' support.

Brigitte McGuire, Bradley Beach – Ms. McGuire said her children lost four consecutive days of school due to minor cold symptoms. According to the doctor, herself and her children they would have been fine to be in school, but according to school rules they needed to stay home. She questioned whether she should send them in with cold symptoms or have them stay home resulting in major issues with absences. She asked for more clarity on this matter. Her next concern is with New Jersey legislation and the full power given to Governor Murphy in June. She referred to the enforcement of EO 251 and EO 253 and the dictatorship present in the schools from these executive orders. She urged the Board to contact all New Jersey legislators and explain why the Board needs to take back the power for our schools. She also spoke on another piece of legislation relating to religious exemption on the COVID vaccine mandate. If religious exemption should go away around 25 families that she knows of will have to remove their children from the Manasquan schools. In addition, she said if the COVID vaccine mandate is enforced many parents would also remove their children. The only way to dismantle this is for the legislative body to gain back the power they gave away in June. She referred to the letter sent to the Governor by the Board in August where it was mentioned that the local level knows best for what is needed in the community and it is time to gain the momentum to take it back.

Mr. Cattani closed the second Public Forum seeing no further comments.

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

C.O.W.
Discussion
Items

13. Discussion Items November 16, 2021 Agenda (*Denotes Action Item on This Agenda)

- **Education, Curriculum & Technology**

Education,
Curriculum &
Technology

Dr. Kasyan focused on the social and emotional learning piece presented this evening in both schools. The building administrators and counselors are actively engaged in dealing with the students on a social and emotional level. He commended the individual action plans being developed for the students at the middle school level. Dr. Kasyan spoke of the steps being taken to review a new science curriculum this year to be followed by a new Language Arts Literacy curriculum the following year. He said that training is underway for the sheltered instruction program. The focus on the professional trades is also an important factor.

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

Personnel
Executive
Session

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

Policy

- **Policies/Regulations for Adoption – 1st Reading ***
 - P 5111 – Eligibility of Resident/Non-Resident Pupils

- **Policies/Regulations for Adoption – 2nd Reading ***
 - P 2425 – Emergency Virtual or Remote Instruction Program – M
 - P 5751 – Sexual Harassment of Students – M
 - R 5751 – Sexual Harassment of Students – M
 - P 1648.13 – School Employee Vaccination Requirements – M

Policies
1st Reading

Policies
2nd Reading

Dr. Kasyan referred to Policies on the agenda for 1st and 2nd readings. Dr. Crawley addressed Mr. Cattani's question on the change to P5111. He said that a small passage was added to give flexibility to the Superintendent to make recommendations to the Board of Education to adjust tuition based on a documented need.

- **Long Range Facilities Plan**

Long Range
Facilities Plan

Dr. Kasyan referred to the Long-Range Facility Plan that was provided in the Friday Packet. He pointed out that there are other things that need to be addressed especially at the elementary school. In future discussion, projects will be presented to the Board that will need to be addressed.

Dr. Kasyan turned the floor over to Dr. Crawley.

Dr. Crawley explained that the Long-Range Facility Plan is a five-year plan for facility maintenance, upgrades and projects. The plan was approved two board meetings ago and now plans are being looked into as to how we will address those projects.

- **Finance**
 - 21-22 Budget Update

Finance

21-22 Budget
Update

Dr. Crawley reported that the budget process is well underway. The full administrative team met this week to establish ground rules for the budgeting process. A zero-based budgeting process will be utilized again this year. He explained how this process is implemented in order to develop a streamlined budget without jeopardizing any programs. Departments will be meeting in the next month to establish their budget requests that are due to his office on December 14th. Enrollment projections will also be due to his office from the sending districts on December 14th. He will continue to update the Board at the monthly meetings.

He addressed Mr. Cattani's question on when he would need an ad-hoc budget committee put together. Dr. Crawley said he could take names at this time with meetings starting in late February or early March.

Mr. Loffredo referred to Policy 1648.13 and asked if employees will still be allowed to have testing performed if they cannot provide documentation of vaccination. Dr. Crawley said we opted into the state testing program conducted by Rover Labs. After an initial delay in the implementation of testing, our first round of testing will take place the week of November 29th.

- **Buildings & Grounds/Facilities***

Dr. Kasyan continued with the Superintendent's Report.

14. Superintendent’s Report & Information Items

- **Youth Mental Health Workshop, October 11th - Presented by Reverend Gratzel and Preferred Behavioral Health Group**

Dr. Kasyan publicly thanked Reverend Gratzel and Preferred Behavioral Health Group for providing a 10-hour mental health first aid training to 145 staff members. This training provided staff members with the skills to reach out and provide initial support to children and adolescents who may be developing mental health or substance abuse problems and connect them to the appropriate care. Dr. Kasyan reviewed the topics covered during the training. This program was fully grant funded.

- **Dress and Grooming – Policy #3216**

Dr. Kasyan referred to Dress and Grooming Policy #3216 that was provided to the Board in the Friday Packet along with requested changes to the policy made by the MEA. He met with the administration and put together a draft of the policy. He asked that the Board review the draft that will be included in the Committee of the Whole discussion items at the December meeting. If the Board requests any changes, the policy will then be included on the January and February meetings for 1st and 2nd readings.

- **Enrollment– Document A**
 - **Total Enrollment– 1,504**
 - **High School – 989**
 - **Elementary School – 515**

Dr. Kasyan reported on the enrollment for the month of October, as specified in Document A.

- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Reports, Suspensions & Tardy Reports– Document B**
 - **High School:**
 - **October 15th – Fire Drill**
 - **October 20th – Evacuation Drill**
 - **ABA/CLI Building:**
 - **October 15th – Fire Drill**
 - **October 20th – Evacuation Drill**
 - **Elementary School:**
 - **October 8th – Fire Drill**
 - **October 21st – Lockdown Drill**

Dr. Kasyan reported on the fire drills and evacuation drills that took place during the month of October, as specified in Document B. These drills have fulfilled the state requirements.

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

Dr. Kasyan provided the HIB Monthly Report, as specified in Document C.

- **Report of the Assistant Superintendent – No Report**

Recommend approval and acceptance of the Superintendent’s Report.

Dr. Crawley referred to Document J on the agenda that provides the 2022 Board of Education meeting schedule.

Supt’s Report

Youth Mental Health Workshop

Dress & Grooming Policy #3216

Enrollment Document A

Fire & Evacuation Drills Document B

HIB Monthly Report Document C

Dr. Kasyan concluded his report.

Mr. Cattani asked if there were any Manasquan General Items #15 through #22 that require a separate vote. He asked if there were any questions on these items. Seeing none, he asked for a motion to approve Items #15 through #22.

Motion was made by Mr. Loffredo, seconded by Mrs. Pollock, to approve Manasquan General Items #15 through #22.

Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (1) Mr. Hoverter MOTION CARRIED

Manasquan
General Items
#15 - #22

MANASQUAN

General Items

- 15. **Recommend** approval of the 2021-2022 transportation contracts and agreements arranged through M-OESC for Manasquan resident students, as per **Document 1**.
- 16. **Recommend** approval of the 2021-2022 Transportation Jointure with the Willingboro Board of Education, for transportation of Student ID# 5128030635 to Burlington County Special Services School, Westhampton, NJ (residential placement), in the amount of \$8,469.00.
- 17. **Recommend** approval of the acceptance of a 2021-2022 Parent-Paid Tuition Student – D.D. (SID# to be determined), in the 8th grade at Manasquan Elementary School, effective November 15, 2021.

2021-22
Transportation
Contracts
Document 1

2021-22
Transportation
Jointure –
Willingboro
BOE

2021-22
Parent-Paid
Tuition Gr. 8

Professional Days

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

MES
Professional
Days

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
December 2, 2021	Teresa Reichey	Virtual	Math Fact Fluency	No	Registration - \$129.00
October 19, 2021 January 20, 2022	Cynthia Kirk	Spring Lake Heights	ELA Professional Development	Yes	None
November 1, 2021	Catherine Taft	Virtual – 12 week course	Mindfulness in the Classroom	No	Registration - \$150.00
October 26, 2021	Christin Walsh	Belmar ES	ELA Professional Development	No	None
November 11, 2021 December 17, 2021 January 28, 2022 February 11, 2022 March 25, 2022 April 8, 2022 May 6, 2022 June 3, 2022	Christin Walsh	Holmdel	MC3 Meeting	No	None
November 16, 2021	Jaclyn Puleio	Belmar ES	Professional Development	No	None

Student Action

Field Trips

- 19. **Recommend** approval of the field trips listed below:

MES 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 Funds</u>
May 6, 2022	Donna Mead Lauren Buss Michele Sayre Valerie Vayas Nurse - TBD	2 nd Grade	Allaire Community Farm	Science: Living Things Lesson	Yes - 1	None	Student Funds - \$550.00 (2 Buses)

May 12, 2022	Megan Manetta Kirt Wahl Oriana Kopec Laura Wahl Kristine Pierce Anthony Cinelli Christine Rice Brian McCann Eric Clark Nurse - TBD	8 th Grade	Philadelphia, PA	History and Team Building Experience	Yes - 10	2 Buses - \$1,900.00 each	Student Funds - \$162.00 per person
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MES Field Trips
(continued)

Placement of Students on Home Instruction

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

MES Home
Instruction
(No Report)

Placement of Students Out of District

21. **Recommend** approval of the revised 2021-2022 External Placement list that reflects tuition costs and transportation cost, as per **Document 2**.

2021-22
External
Placements
Document 2

Financials

22. **Recommend** acceptance of the following **Elementary School Central Funds Report** for the month ending **October, 2021** as per **Document 3**.

MES Central
Funds Report
Document C

Mr. Cattani asked if there were any Manasquan/Sending Districts General Items #23 through #40 that require a separate vote. He asked if there were any questions on these items. Seeing none, he asked for a motion to approve Items #23 through #40.

Manasquan/
Sending
District Items
#23 - #40

Motion was made by Mr. Burns, seconded by Mr. Bolderman, to approve Manasquan/Sending Districts General Items #23 through #40.

Roll Call Vote: Ayes (11); Nays (0); Abstain (0); Absent (1) Mr. Hoverter **MOTION CARRIED**

MANASQUAN/SENDING DISTRICTS

General Items

23. **Secretary’s Report/Financials**

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

Financial
Reports

The Business Administrator/Board Secretary certifies that as of **OCTOBER, 2021** 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: 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 **OCTOBER 31, 2021** 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 **OCTOBER 31, 2021** as per **Document D**. (The Treasurer of School Moneys Report for the month of **OCTOBER, 2021** is on file in the Business Office and is in balance with the Secretary’s Report).

Secretary’s
Financial &
Investment
Report
Document D

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 **OCTOBER 31, 2021**, it is

Budget
Certification
Document D

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 **2021-2022 budgets for OCTOBER and NOVEMBER** as recommended by the Superintendent of Schools, as per Document D.

*Budget
Certification
Document D*

Purchase Orders for the months of **OCTOBER 2021** be approved, as per Document E.

*Purchase
Orders
Document E*

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

*Cafeteria
Report
Document F*

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$104,535.37** for the month of **NOVEMBER, 2021** be approved. Record of checks (**#50606** through **#50656**), and distributions are on file in the Business Office.

*Bills (Current
Expense)*

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$3,000.00** for the month of **NOVEMBER, 2021** be approved. Record of checks (**#1246** through **#1246**), and distributions are on file in the Business Office.

*Bills (Capital
Expense)*

Confirmation of **Bills (Current Expense)** for **OCTOBER, 2021** at **\$2,880,303.26** and checks (**#50425** through **#50605**) and **(Capital Expense)** for **OCTOBER, 2021** at **\$65,620.55** and checks (**#1242** through **1245**).

*Confirmation
of Bills (Current
& Capital
Expense)*

Recommend **acceptance** of the following **High School Central Funds Report** for the month ending **OCTOBER 2021** as per Document G.

*MHS Central
Funds Report
Document G*

24. Recommend approval of the **adoption** of the following policies and regulations (first reading), as per Document H:

*Policy 1st
Reading
Document H*

- o P 5111 – Eligibility of Resident/Non-Resident Pupils

25. Recommend approval of the **adoption** of the following policies and regulations (second reading), as per Document I:

*Policies 2nd
Reading
Document I*

- o P 2425 – Emergency Virtual or Remote Instruction Program – M
- o P 5751 – Sexual Harassment of Students – M
- o R 5751 – Sexual Harassment of Students – M
- o P 1648.13 – School Employee Vaccination Requirements – M

26. Recommend approval of the 2022 Board of Education meeting dates, as per Document J.

*2022 Board of
Education
Meeting Dates
Document J*

27. Recommend approval of the acceptance of the Spring Lake Heights resident student ID# 1217956562, in the High School Center for Learning and Independence – ABA program, for the 2021-2022 school year, at the yearly ABA Tuition of \$39,278.00 plus related services billed separately at the hourly rates of Speech - \$51.11; OT - \$68.48; PT - \$90.00 and Behavioral Analysis (BCBA) - \$61.27.

*2021-22
SLH Tuition
Student – CLI-
ABA Program*

28. Recommend approval of the revised proposal with Suburban Consulting Engineers for Professional Engineering Services relating to the Manasquan High School Football Bleachers Structural Inspection Services Project, in the estimated fee of \$9,200, retroactively signed on October 21, 2021 (attorney reviewed and approved), as per Document K.

*Suburban
Consulting
Engineers –
Bleachers
Inspection
Document K*

29. Recommend approval of the following pay applications from H & S Construction & Mechanical, Inc., for the Manasquan High School Multi-Purpose Athletic Facility:

*H & S
Construction &
Mechanical
Pay Appl. #3
Pay Appl. #4*

- Pay Application #3, in the amount of \$186,258.80 (attorney reviewed and approved)
- Pay Application #4, in the amount of \$152,873.61 (attorney reviewed and approved)

- 30. **Recommend** approval of the agreement between Tokarski & Millemann Architects LLC and the Manasquan Board of Education for the Design Services for the conceptual planning and cost estimates of various improvements identified in the Long-Range Facility Plan, in the amount of \$27,000.00, as per **Document L**.
- 31. **Recommend** approval of the acceptance of the donation of a baby grand electric piano, from the Manasquan High School Endowment and Alumni Fund, in the amount of \$ 7,800.00.
- 32. **Recommend** approval to authorize the School Business Administrator to amend the 2020-2021 school district budget in the amount of \$4,182,375.05 and the 2021-2022 school district budget in the amount of \$789,171.45 in accordance with the Shared Services Agreement with the Borough of Manasquan to fund the Fieldhouse Project.
- 33. **Recommend** approval of the acceptance of the New Jersey School Insurance Group Safety Award check, in the amount of \$7,365.00, to be used to partially fund the salaries of the district security guards.
- 34. **Recommend** approval of the Appearance Agreement with CMI Speaker Management, for the January 7, 2022 assembly program provided by Clint Pulver, in the amount of \$15,000, as per **Document M**.
- 35. **Recommend** approval of the acceptance of the donation of a shade tree in the amount of \$325.00 for the Manasquan High School from the Manasquan Shade Tree Commission.
- 36. **Recommend** approval of the donations from the following businesses, to the Manasquan Schools Development Fund:

School Craft	\$1,000
CM3	\$1,000
Health Village Imaging	\$1,000
Greg Rice – Coldwell Banker Brokerage	\$1,000
Atlantic Medical Imaging	\$1,000
FINS	\$1,000
Ortho Institute	\$1,000
NJswim	\$1,000
Compass Real Estate	\$100
Master Park’s Black Belt of America	\$250

- 37. **Recommend** approval of advertisement banners to be displayed on campus as per **Document N**.

*Tokarski &
Millemann
Design Services
Document L*

*MHS
Endowment
Piano Donation*

*2020-2021 &
2021-2022
Budget
Amendments*

*NJSIG Safety
Award*

*CMI Speaker
Management –
Clint Pulver*

*Manasquan
Shade Tree
Commission
Donation*

*Manasquan
Schools
Development
Fund Business
Donations*

*MSDF Banners
Document N*

Professional Days

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

MHS
Professional
Days

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
October 29, 2021	Justin Barowski	Piscataway	Wrestling Clinic	Yes	Mileage-\$15.75 Registration-\$100.00
October 27, 2021	Melissa Galano	Howell HS	Tour Performing Arts Program	Yes	None
December 17, 2021 January 28, 2022 February 11, 2022 March 25, 2022 April 8, 2022 May 6, 2022 June 3, 2022	Margaret Polak	Holmdel	Curriculum Consortium	No	Total Mileage - \$108.29
November 11, 2021 December 17, 2021 January 28, 2022 February 11, 2022 March 25, 2022 April 8, 2022 May 6, 2022 June 3, 2022	Craig Murin	Holmdel	MC3 Meeting	Yes	Total Mileage - \$126.56 Tolls - \$28.00
October 15, 2021	Margaret Polak	Holmdel	Curriculum Consortium	No	Mileage - \$15.47
December 6-7, 2021	Oriana Kopec	Atlantic City	NJ Association of Librarians Conference	Yes	Total Mileage - \$100.94 Registration - \$275.00
October 15, 2021 November 11, 2021 December 17, 2021 January 28, 2022 February 11, 2022 March 25, 2022 April 8, 2022 May 6, 2022 June 3, 2022	Richard Coppola	Monmouth County	MC3 Meeting	No	None
November 17, 2021	Claire Kozic	Virtual	Advisor Meeting	Yes	None
November 11, 2021 December 17, 2021 January 28, 2022 February 11, 2022 March 25, 2022 April 8, 2022 May 6, 2022 June 3, 2022	James Fagen	Holmdel	History Curriculum Consortium	Yes	Mileage - \$107.80

Student Action
Field Trips

39. 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 Funds</u>
January 10, 2022	Jill Santucci Leigh Busco	Peer Leadership	First Presbyterian Church – Manasquan	MHS Peer Leaders present lessons for 8 th Grade Peer Leaders	Yes - 1	None	None
December 18, 2021	Amy Edwards Lawrence Chiang Nurse - TBD	AOE Esports Team	Rutgers University	Fall Championship Finals	Yes - 1	Bus - \$350.00	None
January 13, 2022	James Fagen Claire Kozic Nurse - TBD	Public Safety Academy and Health Careers	JM Power Center	Fitness and Nutrition Lectures	Yes - 3	Bus - \$350.00	None
March 2, 2022	James Fagen Jason Bryant Nurse – TBD	US II / History Club	InfoAge Museum	History Lesson	Yes – 3	Bus - \$350.00	None
December 17, 2021	Jen Dyer Nicole Pichetto Jill Santucci Kristen Stavac Rebecca Connolly Christina Yadlon Mitchell Albanese William Bertscha Declan Reichy Shauna Corbet	ABA Program	Freehold Mall	Community Based Instruction	Yes – 1	Bus - \$240.00	None
November 12, 2021 January 14, 2022	Jen Dyer Nicole Pichetto Jill Santucci Kristen Stavac Rebecca Connolly Christina Yadlon Mitchell Albanese William Bertscha Declan Reichy Shauna Corbet	ABA Program	Howell Lanes	Community Based Instruction	No	Bus - \$240.00	None
January 21, 2022	Jen Dyer Nicole Pichetto Jill Santucci Kristen Stavac Rebecca Connolly Christina Yadlon Mitchell Albanese William Bertscha Declan Reichy Shauna Corbet	ABA Program	Belmar Arcade	Community Based Instruction	No	Bus - \$240.00 Admission - \$100.00	None

MINUTES – November 16, 2021

MHS Field Trips
(continued)

December 10, 2021	Jen Dyer Nicole Pichetto Jill Santucci Kristen Stavac Rebecca Connolly Christina Yadlon Mitchell Albanese William Bertscha Declan Reichey Shauna Corbet	ABA Program	Various Manasquan Restaurants	Community Based Instruction	No	None	None
February 4, 2022	Jen Dyer Nicole Pichetto Jill Santucci Kristen Stavac Rebecca Connolly Christina Yadlon Mitchell Albanese William Bertscha Declan Reichey Shauna Corbet	ABA Program	Joe Leones, Point Pleasant	Community Based Instruction – Cooking Lesson	No	Bus - \$240.00	None
November 19, 2021	Jen Dyer Nicole Pichetto Jill Santucci Kristen Stavac Rebecca Connolly Christina Yadlon Mitchell Albanese William Bertscha Declan Reichey Shauna Corbet	ABA Program	Main Street Kitchen, Manasquan	Community Based Instruction – Cooking Lesson	No	None	None
January 7, 2022	Jen Dyer Nicole Pichetto Jill Santucci Kristen Stavac Rebecca Connolly Christina Yadlon Mitchell Albanese William Bertscha Declan Reichey Shauna Corbet	ABA Program	Jersey Shore Outlets	Community Based Instruction – Retail Experience	No	Bus - \$240.00	None
December 15, 2021	Chryseis McHugh Eric Wasnesky Craig Murin Kiernan Dugan	Lab Marine Science	InfoAge Museum	Marine Communication Exhibit	Yes – 2	Bus - \$240.00	None

Placement of Students on Home Instruction

40. **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:

- | | | |
|-------------|----------|--|
| #7625201955 | Grade 9 | October 20, 2021 – November 20, 2021 (Medical) |
| #5156908635 | Grade 10 | October 25, 2021 – November 25, 2021 (Medical) |
| #9034168537 | Grade 9 | November 1, 2021 – December 1, 2021 (Medical) |

MHS Field Trips
(continued)

Mr. Cattani asked if there was any Old or New Business to come before the Board.

MHS Home
Instruction

41. **Old Business/New Business**

Mr. Loffredo asked if there was a way to recognize the volunteer coaches with a gift card. Dr. Crawley did not know if this would be permitted but some form of recognition at a board meeting could possibly be arranged.

Mrs. McGarry asked how the athletic bus was working out. Dr. Kasyan said that this is working out wonderfully. Dr. Crawley said it has been a great success and the driver is doing a wonderful job and has a great rapport with the team members. Dr. Kasyan said it has been suggested to him to add to the bus fleet; however, this would need further discussion on the pros and cons of having additional buses.

Old Business /
New Business

Volunteer
Coaches
Recognition

There was no additional Old or New Business to come before the Board. Mr. Cattani asked for a motion to enter into Executive Session and read the following statement.

Motion was made by Mrs. Bossone, seconded by Mr. Sorino, and approved by voice vote of all those present in favor to enter into Executive Session at 8:07 p.m. MOTION CARRIED

Update on
Athletic Bus
and District
Bus Driver

Prior to entering into Executive Session, Dr. Kasyan reported that tonight was our Coast Star reporter Hope's last meeting. He thanked her for always representing Manasquan with a focus and accuracy.

42. **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
- ___ 5. Acquisition of Real Property or Investment of Fund
- X 6. Public Safety Procedures (School Safety and Security Plan)
- X 7. Litigation or Contract Matters or Att./Client
- X 8. Personnel Matters (Hiring, Leave of Absence)

Executive
Session

9. Imposition of Penalties Upon an Individual

Executive Session (continued)

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

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

Motion was made by Mr. Bolderman, seconded by Mr. Sorino, and approved by voice vote of all those present in favor to reconvene the meeting at 8:18 p.m. MOTION CARRIED

43. Roll Call

Bruce Bolderman Eugene Cattani Anne McGarry (Spring Lake Heights)
Donna Bosson Terence Hoverter - absent Thomas Pellegrino
Martin Burns Dennis Ingoglia (Brielle) Alexis Pollock
Michele Cartaya (Lake Como) Joseph Loffredo Alfred Sorino Quorum Reached
Mr. Cattani asked for a motion to approve Manasquan Item #44.

Motion to Reconvene

Motion was made by Mr. Sorino, seconded by Mr. Burns, to approve Manasquan Item #44 – Elementary School Personnel, as specified in Document 4.

Roll Call

Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (1) Mr. Hoverter MOTION CARRIED

MANASQUAN

Personnel

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

Mr. Cattani asked for a motion to approve Manasquan/Sending Districts Items #45 and #46.

Motion was made by Mr. Burns, seconded by Mr. Bolderman, to approve Manasquan/Sending Districts Items #45 – High School Personnel, as specified in Document O and Item #46 – School Safety and Security Plan updated as of November 11, 2021.

Manasquan Item #44

Roll Call Vote: Ayes (11); Nays (0); Abstain (0); Absent (1) Mr. Hoverter MOTION CARRIED

MES Personnel Document 4

MANASQUAN/SENDING DISTRICTS

Personnel

45. Recommend approval of the High School personnel as per Document O.

46. Recommend approval of the School Safety and Security Plan updated as of November 11, 2021.

Mr. Cattani asked for a motion to adjourn.

Motion was made by Mrs. Pollock, seconded by Mr. Loffredo, and approved by voice vote of all those present in favor to adjourn the meeting at 8:20 p.m. MOTION CARRIED

Manasquan/Sending Districts Items #45 and E46

MES Personnel Document (

School Safety & Security Plan

47. Adjournment

Motion to Adjourn.

Respectfully submitted,

Pete Crawley, Ed.D. Board Secretary

Adjournment