

BOARD OF EDUCATION
Borough of Manasquan

The Committee of the Whole Meeting of the Manasquan Board of Education was held in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, March 17, 2015. Action was taken at this meeting.

The President, Mr. Pellegrino, called the meeting to order at 6:00 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

Martin Burns
Eugene Cattani
Kenneth Clayton
Linda DiPalma

Mark Furey (Belmar) - absent
Erik Gardner (SLH) - absent
Heather Garrett-Muly - absent
Thomas Pellegrino

Colleen Smith
Alfred Sorino - absent
Tedd Vitale (Brielle)
James Walsh - absent

Roll Call

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

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

4. Mission Statement

Manasquan School District's mission is to empower students to reach their potential and become life-long learners. We strive to ensure that students play an active role in their education, are guided by rigorous academic standards aligned with the New Jersey Core Curriculum Content Standards, and function within the community that regards student, educators, and parents as full participants in the educational process. We dedicate ourselves to the realization of a supportive learning environment that nurtures growth, personal integrity and mutual respect.

Mission
Statement

5. Statement to the Public

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then placed on the agenda at the next Committee of the Whole meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After the Committee of the Whole approves the matter, it is placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

Statement
to the
Public

Mr. Pellegrino said the minutes as specified in Item #6 would be approved at the March 24, 2015 Regular Public Meeting.

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Regular Public Meeting and Closed Executive Session of January 27, 2015 and the Combined Committee of the Whole and Regular Public Meeting and Closed Executive Session of February 24, 2015. Closed Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed session no longer exist.

Mr. Pellegrino turned the meeting over to Dr. Kasyan.

7. Presentations

- **Demographic Study presented by Joseph Richardson, Whitehall Associates, Inc.**

Dr. Kasyan introduced Dr. Joseph Richardson of Whitehall Associates, Inc. Dr. Richardson reported on the demographic study and explained the process involved in the development of the report. Dr. Kasyan said that the numbers in the report are very close to the actual enrollments and complimented the analysis provided in the report. He thanked Dr. Richardson for presenting the report.

Dr. Kasyan continued with the Committee of the Whole meeting and reported that the following presentations will take place at the March 24th meeting: Girls and Boys Swim Team – Shore Conference Champions and Monmouth County Champions for the first time in school history; the State and County New Jersey Youth Art Month winners; James Fagen, winner of the 2015 NJDAR Outstanding Teacher of American History for New Jersey; the February Students and Teacher of the Month.

Dr. Kasyan reported that as discussed at the last meeting he has provided a group of communiques to the Attorney General's office. He spoke with the Attorney General's office today and Robert Luyber will get back to him after reviewing this material.

8. Committee of the Whole

- A) **Discussion Items for March 24, 2015 Agenda**
- B) **Reports**

- **Education, Curriculum & Technology – Action Items***
 - ***MRESC Cooperative Pricing System DRLAP Contract – Lightpath*- will be an action item***
 - ***Update on District 1:1 Initiative Pilot Program***

Dr. Kasyan reported on the items included under Education, Curriculum and Technology. He said the MRESC Cooperative Pricing System DRLAP contract; the Revised Graduation Dates for the elementary school and high school; the Elementary School Summer Programs, and the Freshman Transition Program are on the agenda this evening for approval by the Board. Dr. Kasyan asked Mr. Place to explain how the MRESC Cooperative Pricing System DRLAP contract will assist the district by providing additional bandwidth.

Mr. Place explained the DRLAP contract through MRESC, the public bidding process that took place and the cost savings opportunity this provides to school districts for the purchase of bandwidth and internet services. He said that the district would have to contract for voice service since this is not included in the DRLAP contract, but the district would still experience a cost savings.

Dr. Kasyan asked Mr. Place to provide an update on the district's 1:1 initiative pilot program. Mr. Place said that the success and positive experience is dependent on the motivation of the teacher and there has been a lot of success. He said that a frustration with the program is the higher than

Presentation
Demographic
Study

C.O.W.
Discussion
Items

Education,
Curriculum &
Technology

MRESC
Cooperative
DRLAP
Contract

1:1 Initiative
Pilot Program
Update

normal failure rate with the hardware and this is being addressed with Dell. In moving forward they have to develop (1) a grade level plan to make it successful for as many students as possible and (2) the funding of the project in this year's and next year's budgets and lastly what device is chosen moving forward. In addition to meeting with Dell, other vendors and manufactures will be met with to see what they can provide for the program. Mr. Place said that the use of digital textbooks could provide a cost savings once all students have a tablet which would eliminate the need to purchase textbooks.

- **Revised Graduation Dates* – Elementary School, June 22, 2015 – High School, June 23, 2015 – will be an action item**

Dr. Kasyan referred to the revised graduation dates that he will ask the board to approve this evening.

- **Elementary School Summer Programs*- will be an action item**
- **Freshman Transition Program* - will be an action item**

Dr. Kasyan referred to the following elementary school summer program that he will ask the board to approve this evening: PTO Summer Enrichment Program from grades K-8 and the Summer Skills Program for students entering grades 1, 2 and 3, and the transition program for the freshman students from the South Shore Community Service Club.

- **Update on Integrated Preschool Program**

Dr. Kasyan reported that the tuition costs for the Integrated Preschool Program are on the agenda for approval this evening. The pre-school A.M. Session will be 39% of the cost and the P.M. session will be 61% of the cost. He said that once the rates are approved the district can advertise for this program.

- **ISTE 2015 Conference**

Dr. Kasyan spoke on the ISTE 2015 Conference that he would like to send the technology team and principals to this summer in Philadelphia. He said that this conference will offer the administrators the opportunity to see what is happening in other school districts around the country and provide new ideas to bring into the district.

- **District Vision**

Dr. Kasyan spoke on the school district's vision. He referred to the Quality Single Accountability Continuum in which the district was deemed a high performing district for the past six years and he finds this to be extremely notable.

Dr. Kasyan provided information on the district test scores and complimented the academic excellence that is evident in the elementary school and the high school based on these scores.

Dr. Kasyan spoke on the Strategic Planning Committee that consists of around 42 members. He provided information on the purpose of the committee, their review of data from surveys that have been conducted and plans for future surveys to be conducted with the faculty and students that will provide data to develop goals that will be provided to the Strategic Planning Committee.

Dr. Kasyan spoke on the Governor's initiative for a new evaluation system that became a piece of legislation for New Jersey. He reported on the scores from the evaluation and for the most part our teachers fall in the range of effective and highly effective. He said this speaks extremely well for the education going on in the district.

- **Athletics/Community – confidential personnel items to be discussed in Executive Session***
 - **Volunteer Tennis Coach***
 - **Discuss the visit from community member regarding proposed referendum**

1:1 Initiative
Pilot Program
Update

Revised
Graduation
Dates

E.S. Summer
Programs

Freshman
Transition
Program

Integrated
Preschool
Program

ISTE 2015
Conference

District Vision

Athletics/
Community
(Exec. Session)

Dr. Kasyan said that items under Athletics/Community will be discussed in executive session. He referred to a conversation he had with a community member regarding the proposed referendum and the location of the softball field which is in close proximity to his house. Dr. Kasyan will afford this individual the opportunity to speak with the architect and engineer.

- **Personnel – to be discussed in Executive Session**
 - Retirements
 - Hiring of Paraprofessionals in the Elementary School
 - High School English Teacher – long term replacement

Dr. Kasyan said that items under Personnel will be discussed in executive session.

- **Legal – to be discussed in Executive Session**

- **Policy/Negotiations – Action Items***
 - *Bylaw 0164 – Conduct of Board Meeting* - will be an action item*
 - *The negotiation committee will meet on March 31, 2015 with New Jersey School Boards*

Dr. Kasyan referred to Bylaw 0164 – Conduct of Board Meeting that he will ask the Board to approve this evening that reflect having the Student Representative Report take place prior to the Presentations.

Dr. Kasyan reported that the Negotiations Committee will meet on March 31st with a representative from New Jersey School Boards Association.

- **Finance – Action Items***
 - *2015 – 2016 Tentative Budget* – will be an action item*
 - *SEMI Waiver Request*- will be an action item*

Dr. Kasyan referred to items under Finance that he will ask the Board to approve this evening. He turned the meeting over to Mrs. Coates. She spoke on the resolution on tonight's agenda to approve the tentative budget. The Finance Committee met on March 3rd, 6th and 12th and budget information was provided to the full board in last Friday's packet. She referred to the informative presentation that took place last Saturday at which time current and future district initiatives were presented. She said the next step in the budget process is tonight's adoption of the tentative budget for submission to the County Office of Education. Once reviewed there could be minor changes that will be incorporated into the final budget. A second public meeting will be held on Saturday, April 18th at 9:00 a.m. to discuss the facts and figures of the budget and the Public Hearing on the Budget will be held at the Regular Public Meeting on April 28th at 6:00 p.m. Once the final budget is adopted that evening it is again submitted to the County Office of Education and two days later by April 30th the User Friendly budget will be posted on the district's website. Mrs. Coates thanked the administration, the Finance Committee and the Board Office for their assistance and time with the budget building process.

Mrs. Coates spoke on the SEMI Waiver Request that will be approved this evening. She explained that the SEMI program would cost the district more to run then the revenue it would bring into the district. She said this waiver has been requested in the past for this reason.

- **Referendum Resolution**

Mrs. Coates referred to the referendum resolution that will require board approval in order to select the September 29, 2015 referendum date. This will be added to the March 24th agenda if met

Personnel
(Exec. Session)

Legal
(Exec. Session)

Policy/
Negotiations

Bylaw 0164
Conduct of
Board Meeting

Negotiations
Meeting

Finance

2015-2016
Tentative
Budget

SEMI Waiver
Request

Referendum
Resolution

with the approval of the board. The resolution was provided by the district's bond counsel, Mr. Ron Ianoale. The Board was in agreement to have this placed on the March 24th agenda.

○ **Discussion - Finance Committee with Garrison Architects concerning ROD Grants**

Mrs. Coates provided information from the discussion that took place at the Finance Committee level with Garrison Architects concerning the ROD Grants. She shared the pros and cons of the ROD Grants funding as opposed to the debt service funding that were outlined in a phone conversation with Bob Garrison. Mr. Garrison is in favor of the debt service program for Manasquan.

• **Buildings & Grounds – Action Items***

○ ***Soil Testing* - will be an action item – Mr. Edwards to answer questions regarding the proposals on March 24, 2015 at our regular meeting****

Mrs. Coates spoke on the soil testing that is on the agenda this evening for board approval. She said that Mr. Edwards will be available at the March 24th meeting to answer any questions relating to this process and the proposals.

○ **Update on Tex-Net**

Mrs. Coates reported on the progress of the installation of the netting that was scheduled for today and tomorrow. She will provide additional information in the Friday packet.

Dr. Kasyan said he would provide his report on March 24th.

9. Superintendent's Report & Information Items

- Enrollment – **Document**
- Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– **Document**
- HIB Report – **Document**

Recommend approval and acceptance of the Superintendent's Reports.

10. Student Board Representative 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.

The following members of the public spoke on agenda items.

Michelle LaSala, 44 Parker Avenue, Manasquan – Mrs. LaSala asked who was on the finance committee. Mr. Pellegrino provided the following committee members names: Mrs. Garrett-Muly, Mrs. Smith, Mr. Vitale, Mr. Cattani and Mr. Pellegrino. Mrs. LaSala referred to the demographic

ROD Grants –
discussion with
Garrison
Architects &
Finance
Committee

Buildings &
Grounds

Soil Testing

Tex-Net
Update

Supt's Report
(for March
24th)

Public Forum
on Agenda
Items

report and asked why it was being shared at this time since it appears to not be useful. Dr. Kasyan said that this was a pertinent piece of information and felt it should be shared at this time. He sees a downward trend of the population and is working on ways to maintain a level population through academies and choice schools. Mrs. LaSala asked if the demographic information was considered when the plans were made for the projects in the referendum. Dr. Kasyan said that Mr. Garrison has reviewed this report and is now responsible for the district's long range facility plan. He said that the referendum project does not have to do with population grown on the part of the student body, but addresses issues with an infrastructure that need to be fixed. Mrs. LaSala referred to the ROD Grants and asked if the board would be considering using any of these grants along with the debt service. Mrs. Coates said they could be combined but it could be very confusing combining ROD Grant monies and referendum monies on a ballot. Mrs. LaSala asked if the board would take into consideration putting this on the November ballot since it could be more beneficial financially to the district.

Donna Bossone, 122 N. Main Street, Manasquan – Mrs. Bossone referred to the laptops issued to the students and said her son has used it very few times. She asked if there were plans to mandate that teachers use them more consistently. She expressed concern with expanding this program when teachers are not using the devices. Dr. Kasyan said that there is a need for more professional development for the teachers and being a pilot program it will be reviewed and evaluated so it is efficient. Mr. Place said that there is a need for professional development; however, he does not fully agree with her comment that the devices are not being used by the high school teachers and students.

Seeing no further comments Mr. Pellegrino closed the public forum.

Mr. Pellegrino asked for a motion to approve Manasquan Motion A – Adoption of Tentative 2015-2016 Budget.

Motion was made by Mrs. Smith, seconded by Mr. Cattani, to approve Manasquan Motion – Item A.

Discussion: None

Roll Call Vote: Ayes (6); Nays (0); Absent (3) Mrs. Garrett-Muly, Mr. Sorino and Mr. Walsh

MOTION

CARRIED

ACTION ITEMS

Adoption of
Tentative
2015-2016
Budget

12. MANASQUAN

General Items

Adoption of Tentative 2015-2016 Budget

- A) **Recommend** approval to submit the tentative 2015-2016 school district budget to the County Office of Education for review and approval as follows:

BE IT RESOLVED that the tentative budget be approved for the 2015-2016 School Year using the 2015-2016 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2015-2016 Total Expenditures	\$23,731,297	\$413,855	\$988,325	\$25,133,477
Less: Anticipated Revenues	<u>\$10,779,014</u>	<u>\$413,855</u>	<u>-0-</u>	<u>\$11,192,869</u>
Taxes to be Raised	<u>\$12,952,283</u>	<u>-0-</u>	<u>\$988,325</u>	<u>\$13,940,608</u>

And to advertise said tentative budget in THE COAST STAR in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the Manasquan High School Media Center, Manasquan, New Jersey on Tuesday, April 28, 2015 at 6:00 p.m. for the purpose of conducting a public hearing on the budget for the 2015-2016 School Year.

Capital Reserve Account Deposit

RESOLVED that the Manasquan Board of Education requests the approval a capital reserve deposit in the amount of \$50.00. The purpose of this deposit is to record anticipated interest income to be earned in the 2015-2016 school year.

Travel and Related Expense Reimbursement 2015-2016

WHEREAS, the Manasquan Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in NJAC 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Manasquan Board of Education established \$50,000 as the maximum travel amount for the current school year and has expended \$21,137.58 as of this date; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$45,000.00 for all staff and board members for the 2015-2016 school year.

BE IT FURTHER RESOLVED that the Manasquan Board of Education approved the following 2015-2016 Tuition Rates:

Manasquan High School	\$13,200
Manasquan Elementary School	
Pre-School A.M.	\$ 2,321(2.25 hours 39%)
Pre-School P.M.	\$ 3,630 (3.50 hours 61%)
Kindergarten	\$17,894
Grades 1 – 5	\$12,836
Grades 6 – 8	\$13,059
L/LD	\$19,501
PSH – PT	\$10,375

ACTION ITEMS

Adoption of
Tentative
2015-2016
Budget
(continued)

2015-2016
Tuition Rates

PSH – FT	\$20,751
MD	\$49,768

Motion was made by Mr. Cattani, seconded by Mr. Clayton, to approve Manasquan Motion – Items B through F.

Discussion: None

Roll Call Vote: Ayes (6); Nays (0); Absent (3) Mrs. Garrett-Muly, Mr. Sorino and Mr. Walsh

MOTION

CARRIED

- B) **Recommend** approval of contract addendum with sending districts for the purpose of tuition adjustment for the 2013-2014 school year, as per Document A.
- C) **Recommend** approval to request a waiver of compliance with respect to the Manasquan School District's participation in the Special Education Medicaid (SEMI) Program for the 2015-2016 school year. (Participation would not provide a cost benefit to the district based on the projection of the district's available SEMI reimbursement for the 2015-2016 budget.)
- D) **Recommend** approval of the revised date for the 8th Grade Graduation/Promotion; **Monday, June 22, 2015.**
- E) **Recommend** approval of the Revised Manasquan Board of Education Bylaw #0164 – Conduct of Board Meeting as per Document B.
- F) **Recommend** approval of the following summer programs to run July 6 through July 31, 2015:
 - P.T.O. Summer Enrichment Program (Grades K-8) – Teacher compensation paid by the P.T.O.)
 - Summer Skills Program (students entering Grades 1, 2 and 3) – Teacher compensation paid by the Board of Education - 3 teachers @ \$900.00 each for a total of \$2,700.00

Mr. Pellegrino asked if there were any questions on Manasquan Motions - Items G through the Secretary's Report that will be on for approval at the March 24th meeting. Seeing none he moved on to the Manasquan/Sending District motions.

- G) **Recommend** approval of Dr. Worth, Psychiatrist, to conduct psychiatric evaluation at a rate of \$500.00 for high school student #171899 as part of a Child Study Team Evaluation.
- H) **Recommend** approval of Dr. Worth, Psychiatrist, to conduct psychiatric evaluation at a rate of \$500.00 for elementary school student #21126 as part of a Child Study Team Evaluation.
- I) **Recommend** approval to rescind (motion of 1/20/15 minutes) David G. Katz, an Orthon-Gillingham Specialist, to complete a Program Assessment of the Special Education Reading Program in the elementary school at a rate of \$800.00 for student #2285.

ACTION ITEMS

Adoption of
Tentative
2015-2016
Budget
(continued)

Tuition
Adjustment
Agreement
Document A

SEMI Waiver
2015-2016

8th Grade
Graduation
Date

Bylaw #0164
Document B

E.S. Summer
Programs

PTO Summer
Enrichment
Program

Summer Skills
Program

Items for
March 24th

J) **Recommend** approval of the Settlement Agreement (File #78967 ELH) which involved no payment by the District (IEP adjustments have been made) and a payment of \$20,000 by New Jersey School Insurance Group (NJSIG) on account of attorney fees.

K) **Recommend** approval and acceptance of Manasquan Resolution 70-2015 regarding the Manasquan Board of Education Shared Services Agreement with the Borough of Manasquan for provision of de-icing the designated school parking lots, approved at the March 2, 2015 meeting of the Manasquan Borough Governing Body, as per attached **Document**.

L) **Recommend** approval of the following transportation contract and agreement beginning February 19, 2015 and ending June 30, 2015:

<u>Route No.</u>	<u>Contractor</u>	<u>School</u>	<u>Hours</u>	<u>Student(s)</u>	<u>Cost</u>
4757	Coast	Rugby	8:45 – 2:15	1	\$12,836.25
(MOESC)	Answering				Incl. 1:1 aide (pro-rated)

M) **Recommend** approval of the Superintendent's Qualitative Merit Goal focused on organizing and executing the development of the strategic planning process.

Personnel

Discussed in Executive Session

Professional Days

N) **Recommend** approval of the **attendance** of staff members at conferences/workshops indicated below:

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
April 26 & 27, 2015	Joan Akins	Jersey City	Technique to Intervention Workshop	No	None
May 1, 2015	Colleen Graziano	Monroe Township	Student and Staff Legal Issues in Mental Health	No	\$19.84 mileage \$150 registration
May 27, 28, 2015	Karen Crawley	New Brunswick	NJTESOL/NJBE 2015 Spring Conference	Yes	\$259 registration

Student Action

Field Trips

O) **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>
May 22, 2015	Marie Lauffer	Chorus 5 th through 8 th	Great Adventure	Choral Festival	No	None	None
May 28, 2015	Krissy Sliwoski	Science	Oceanport	Shore Consortium for the Gifted and Talented	Yes – 1	None	None

Placement of Students on Home Instruction

P) **Recommend** that the following student(s) be placed on home instruction, as recommended by the Child Study Team:

#2809261300 Grade 5 February 27, 2015 – March 27, 2015 (Concussion)

Placement of Students Out of District

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

Secretary's Report

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

The Business Administrator/Board Secretary certifies that as of **February 28, 2015** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Be It Resolved: Pursuant to N.J.A.C. 6A:23A-16.10 (c)3 the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **February 28, 2015** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

Recommend acceptance of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **February 28, 2015** per **Document**. (The Treasurer of School Moneys Report for the month of **February 2015** is on file in the Business Office and is in balance with the Secretary's Report).

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we the members of the Board of Education of the Borough of Manasquan, County of Monmouth, after having reviewed the Report of the Secretary and upon consultation with the appropriate officials, certify that as of **February 28, 2015** it is to the best of our knowledge that no major account fund has been expanded and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and that the Board of Education further approves the transfers made with line item accounts of the current expense portion of the **2014-2015 budgets** for **February and March** as recommended by the Superintendent of Schools, as per **Document**.

Recommend acceptance of the **Elementary School Central Funds Report** for the month ending **February 28, 2015** as per **Document**.

Purchase Orders for the month of **March 2015** be approved, as per **Document**.

Recommend acceptance of the **Cafeteria Report** as per **Document**.

Be It Resolved: that the **Bills (Current Expense)** in the amount of \$ for the month of **March 2015** be approved. Records of, checks (#- #) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for **February 2015** at \$ and checks (#- #).

13. MANASQUAN/SENDING DISTRICTS

General Items

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Items R through U.

Motion was made by Mrs. DiPalma, seconded by Mrs. Smith, to approve Manasquan/Sending District Items R through U.

Discussion: None

Roll Call Vote: Ayes (7); Nays (0); Absent (5) Mr. Furey, Mr. Gardner, Mrs. Garrett-Muly, Mr. Sorino,

Mr. Walsh

MOTION

CARRIED

R) MRESC Cooperative Pricing System DRLAP Contract - Lightpath

Recommend approval of the following resolution approving the participation in the MRESC Cooperative Pricing System DRLAP contract with Lightpath for Regional Wide Area Network Transport and Dedicated Internet Access:

Whereas the Middlesex Regional Educational Services Commission (MRESC) is acting as the lead agency for the Alliance for Competitive Telecommunications (ACT) and

Whereas the MRESC operates the State approved Cooperative Pricing System #65MCESCCPS for the provision of services to its members; and

Whereas the MRESC has developed RFP specifications, for the New Jersey Digital Readiness Learning & Assessment Broadband Component, Wide Area Network & Internet Cooperative Purchasing Initiative (DRLAP) in accordance with E-Rate guidelines; and

Whereas the MRESC, used a competitive contracting format as approved by the Division of Local Government Services; and

Whereas the MRESC posted a 470 form listing all districts submitting a letter or intent to participate in DRLAP and those public school district members of the MRESC Cooperative Pricing System not submitting a letter of intent to participate; and

Whereas the MRESC advertised this bid in accordance with 18A:18A-21 and publicly opened and read the DRLAP bid on September 17, 2014; so

Therefore be it resolved that the Manasquan Board of Education awards the DRLAP contract to Lightpath for Regional Wide Area Network Transport and Dedicated Internet Access

Be it further recommended to approve the 3-year term Lightpath Service Agreement for dedicated internet 500Mb – MRESC – Port 500MB and 1GB OTS – MRESC – Central – Access 1GB, in the monthly recurring amount of \$2,627.00.

S) *Recommend approval of the contract with Underwood Engineering in the amount of \$17,855.00 to provide soil testing, per the recommendation of Mr. Bill Edwards.*

T) *Recommend approval of the revised date for the High School Graduation; Tuesday, June 23, 2015.*

ACTION ITEMS
Manasquan/
Sending
District
Items R – U

MRESC Coop
Pricing System
DRLAP
Contract
Lightpath

Underwood
Engineering –
Soil Testing

H.S.
Graduation
Date

- U) **Recommend** approval of the *South Shore Community Service Club Transition Program* for in-coming freshman over the summer, cost not to exceed \$3,500.00.

Mr. Pellegrino asked if there were any questions on Items V through the Financials that will be on for approval at the March 24th meeting. Seeing none he moved on to Old/New Business.

- V) **Recommend** approval of the renewal Master Collaborative Educational Services Agreement with the Middlesex Regional Educational Services Commission to provide collaborative educational services to the Manasquan Board of Education from July 1, 2015 through June 30, 2020, as per attached Document ____.

- W) **Recommend** approval of the agreement between the Manasquan Board of Education and Bay Path University, the university will place their students in our district to complete student teacher coursework.

Personnel

Discussed in Executive Session

Athletics

Discussed in Executive Session

Professional Days

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

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
March 27, 2015	Jason Bryant	Washington, D.C.	James Madison Memorial Fellowship Committee	Yes	None
June 3, 4, 5, 2015	Lynn Coates	Atlantic City	NJASBO Workshop	No	\$150 registration \$30 parking

Student Action

Field Trips

- Y) **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>
May 14, 2015	Pam Grandinetti	History	Ellis Island & Statue of Liberty	To enhance social studies curriculum		\$600 transportation	Students

Placement of Students on Home Instruction

- Z) **Recommend** that the following student(s) be placed on home instruction, as recommended by the Child Study Team:

#151180 Grade 12 February 5, 2015 – June 22, 2015 (Hospitalization)

Financials

Recommend acceptance of the following **High School Central Funds Report** for the month ending **February 28, 2015** as per Document.

Mr. Pellegrino asked if there was any old or new business to bring before the board.

ACTION ITEMS
South Shore
Club Transition
Program

Items for
March 24th

14. Old Business/New Business

Under New Business – Mr. Pellegrino welcomed Martin Burns to the Board.

Mr. Pellegrino opened the Public Forum.

15. Public Forum

The following members of the public spoke during the public forum.

Donna Bossone, 122 North Main Street, Manasquan – Mrs. Bossone questioned if there were fewer incidents of students being under the influence of drugs or alcohol at the freshmen formal. She said that students and parents were not happy with the lights being kept on and other conditions that were in place during the entire dance. Dr. Kasyan said that Mr. Coppola met with teachers and members of the student government to put together some parameters for this dance. He receive compliments from two parents on the atmosphere at the dance and he did not receive any complaints after the dance. Dr. Kasyan said he would be willing to speak with students but believes that this should be discussed with the building principal. He said that the burden of responsibility for success falls on all involved parties.

Michelle LaSala, 44 Parker Avenue, Manasquan – Mrs. LaSala asked what material was provided to the Board prior to their approval of the preliminary budget. Mrs. Coates said the following supporting documentation was provided to the board: a 3-page cover sheet, a description of the budget along with a budget plan of action; the state aid printout from the state; the proposed tax levy calculation; projected revenues and appropriation comparison; Monmouth County net valuation taxable table; compilation of sending district enrollment; and revenues and appropriations with explanation of % variance and three sets of meeting minutes. Mrs. LaSala asked if any discussion took place on extraordinary circumstances that may be in place that would affect the development of the budget compared to previous years, for example not having FEMA funds. Mr. Pellegrino said that the CDL funds were a part of the discussion. Mrs. LaSala referred to the informational meeting that took place on Saturday morning and asked that better methods of notification be in place for people that do not have children in school and availability to Honeywell notification. Mrs. LaSala referred to the letter from the state of New Jersey referencing a budget efficiency meeting held on December 18th and asked if this meeting is a regular occurrence. Dr. Kasyan said that this process does occur every year; however a formal action plan does not have to be developed but attention must be given to these areas when building the budget.

Mrs. Coates provided details on the letter received this year and explained the process involved in turning the information into the county office for review and the follow up meeting. She also explained that the taxpayers guide to education spending that is used in November and early December to develop the spreadsheet is already dated with a new one due anytime between March and June. Mrs. LaSala thanked her for the transparency in sharing this information and asked if there were any other letters received in the past that were not shared. Mr. Pellegrino replied that this was the first time he saw this type of letter. Dr. Kasyan said that he values himself for making information available to the board and the community and he welcomes comment from the public. Mrs. LaSala said that in the past public meetings were held prior to the adoption of the preliminary budget and asked that more opportunity be given for input prior to the preliminary adoption.

Mrs. Coates asked Mr. Place if a member of the public can sign up for Honeywell alerts. He said not currently but it can be looked into.

Grace Roberts, Lebanon Drive, Brielle – Mrs. Roberts asked if the audio from the Saturday meeting would be on the website. Dr. Kasyan said that this meeting is not recorded as with the Strategic Planning meetings.

Old / New
Business

Public Forum

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

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

Motion was made by Mr. Clayton, seconded by Mr. Cattani, and approved by voice vote of all those present in favor to enter into Executive Session at 7:20 p. m. MOTION CARRIED

**Motion to
enter
Executive
Session**

16. Executive Sessions

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

WHEREAS, it is recommended by the Superintendent that the Manasquan Board of Education go into Executive Session on this date in Manasquan, New

Jersey, to discuss matters that are permissible for discussion in Executive Session; and

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

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

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

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

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

*The Board returned to public session at 7:37 p.m. with no further action to be taken by the Board.
Mr. Pellegrino asked for a motion to adjourn.*

Motion was made by Mrs. Smith, seconded by Mr. Clayton, and approved by voice vote of all those present in favor, to adjourn the Regular Public Meeting at 7:38 p.m.

17. Adjournment

Motion to Adjourn

Adjournment

Respectfully submitted,



Lynn Coates

School Business Administrator/Board Secretary