

## **BOARD OF EDUCATION**

Borough of Manasquan

*The Combined Committee of the Whole Meeting and Regular Public Meeting was held in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, June 16, 2015.*

*The President, Mr. Pellegrino, called the meeting to order at 6:07 p.m. and read the Opening Statement.*

*Call to Order*

### **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.

*Mr. Pellegrino requested that everyone join in the Pledge of Allegiance.*

*Pledge of Allegiance*

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

### **3. Roll Call**

*Roll Call*

*Martin Burns*

*Mark Furey (Belmar)*

*Colleen Smith*

*Eugene Cattani*

*Erik Gardner (SLH)*

*Alfred Sorino*

*Kenneth Clayton*

*Heather Garrett-Muly*

*Tedd Vitale (Brielle)*

*Linda DiPalma*

*Thomas Pellegrino*

*James Walsh*

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

*Absent: Shane McNamara and Craig Lapham, Student Board Representatives*

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

### **4. Mission Statement**

*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.

### **5. Statement to the Public**

*Statement to the Public*

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

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

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

*May 19, 2015 – Ayes (9); Nays (0); Abstain (3) Mr. Clayton, Mr. Furey, Mrs. Smith*

*May 26, 2015 – Ayes (8); Nays (0); Abstain (4) Mr. Clayton, Mr. Furey, Mrs. Smith, Mr. Vitale*  
*MOTION CARRIED*

**6. Acceptance of Minutes**

**Recommend** acceptance and approval of the minutes of the Committee of the Whole Meeting and Closed Executive Session of May 19, 2015 and the Regular Public Board of Education Meeting of May 26, 2015. Executive Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed executive session no longer exists.

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

*Mr. Pellegrino turned the meeting over to Dr. Kasyan for the presentations.*

**8. Presentations**

*Dr. Kasyan began by recognizing and congratulating Coach Sean Cunningham.*

**The Len Roland Award Recognition - Coach Sean Cunningham**

*Dr. Kasyan recognized and congratulated the elementary school student of the month of May and presented her with a certificate of recognition and Wally Bucks.*

**Elementary Student of the Month for May – Rachel Lee Wall**

*Dr. Kasyan said he was very proud to have the opportunity to recognize the individuals who have decided to retire from the Manasquan School District. He introduced and thanked these individuals and presented them with a gift.*

**Retirees**

- **Joseph Battista**
- **Jo-Ann Bonaccolta**
- **Arthur Gordon**
- **Elvia Kenny**
- **Patricia McKenzie**
- **Jane Sheehan**
- **Lynn Walsh**

*Dr. Kasyan recognized and congratulated the Support Staff Employees of the Year.*

**Support Staff Employee of the Year**

- **Jane Sheehan (ES)**
- **Virginia Metz (HS)**

**Six Flags Great Adventure Animal Outreach - Presentation by Mr. John Burke**

*Dr. Kasyan introduced Mr. John Burke from the Six Flags Great Adventure Animal Outreach program. Mr. Burke introduced Mr. Dave Peranteau who provided a video and PowerPoint presentation on the educational programs offered through Six Flags. A copy of the PowerPoint will be included in the minutes.*

MINUTES

Student Board  
Representative  
Report  
(No Report)

Presentations

Len Roland  
Award – Coach  
Sean  
Cunningham

Student of the  
Month

Retirements

Support Staff  
of the Year

Six Flags Great  
Adventure  
Animal  
Outreach

**Random Drug Testing – Presentation by Judge Apostolou**

Random Drug  
Testing – Judge  
Apostolou

*Mr. Pellegrino provided history on the Random Drug Testing program that was in place at the high school and suspended by the Board. He said following this decision a committee of teachers, administrators, board members, parents and members of the public was formed and charged with reviewing the program. He thanked Judge Apostolou for agreeing to chair the committee and introduced him to present an overview and summary of the committee's findings. Judge Apostolou thanked the members of the committee for their efforts and dedication to the committee. He also thanked Dr. Kasyan for his leadership and Sandi Freeman for her assistance with recording and compiling the minutes of the meetings. Judge Apostolou provided the names of many of the individuals who presented information on specific drug testing programs, related studies and analysis and said that this information will be made available on the district's website along with copies of minutes once reviewed and redacted if necessary. Judge Apostolou reported that it was the consensus of the committee to recommend to the board a voluntary random drug testing program for the Manasquan High School similar to the program used at Wayne Hills School District. He said that the decision to institute a voluntary program is an attempt to reestablish trust in the school and provide support for the students.*

*Dr. Kasyan said that tonight the board received a recommendation from the committee for a voluntary program. He asked the board to review the sample policy provided in their packet and if in agreement he would place it on the agenda for the 1<sup>st</sup> and 2<sup>nd</sup> readings and approval.*

*Dr. Kasyan said he was made more aware after these committee meetings of the importance of children focusing on leading a healthy lifestyle. He turned the meeting over to Mr. Coppola to report on a pilot program utilized in the high school that focused on teaching children to lead a healthy lifestyle.*

*Mr. Coppola spoke on the research based interactive pilot program that was brought into the high school that explained the holistic approach to healthy leaving. Mr. Kornegay provided information on the training that was provided to the staff on this program. Mr. Coppola said that the 12 lesson program was introduced to the students during the school year and further discussion will take place on where it will stand in the curriculum.*

*Judge Apostolou opened the floor to questions from the board and public.*

*Jeanne Petillo, Morris Avenue, Manasquan – Mrs. Petillo said that she supports the committee's decision because it gives the parent the option and along with curriculum this is what parents were asking for. She questioned if a certain report from the American Academy of Pediatrics affirming their stance against drug testing would be included on the portal. Judge Apostolou said all material sent to the committee would be placed on the portal.*

*Marilyn Jacobson asked for an explanation of voluntary testing. Judge Apostolou explained the voluntary program involved a contract signed by the parent and student that will allow the school to conduct a random test on the child through a lottery system. He said that this is the basis of the Wayne Hills non-punitive program. Ms. Jacobson hopes that the educational component and program would be geared towards the adults along with the children.*

*William Maloney, 909 Ocean Road, Spring Lake Heights – Mr. Maloney thanked the committee for their efforts in reviewing all the research that has resulted in a good recommendation. He spoke on his personal research on the topic and findings that state that mandatory student drug testing with a punitive outcome is not a recommended method and what he has read aligns nicely with what the committee has recommended to the board. He was pleased that the focus was on helping the students rather than punishing them and having a program available to every student not just those involved in extracurricular activities.*

*Judge Apostolou said that it is his endorsement and not that of the committee that he does believe that as a total war on drugs there should be some consideration to additional staffing of those appropriate people, such as a SAC officer or a nurse. He asked that the board and administrative staff consider the possibility of implementing these additional positions.*

Random Drug  
Testing – Judge  
Apostolou  
(continued)

*Mr. Maloney asked how false positives would be addressed. Judge Apostolou said that this will be a decision made by the board of education as part of policy and not a task assigned to the committee.*

*A member of the public asked if consideration could be made to have an additional drug and alcohol counselor added to the staff. Judge Apostolou said this would be a board and administrative decision.*

*Carl Straub, Manasquan – Mr. Straub asked how as a society we are doing with identifying the distributors and sellers. Judge Apostolou said that this is a war and unfortunately we are not winning that war.*

*Eric Ertle introduced himself as a committee member and Wall Township Police officer. He shared a quote from a Baltimore police officer that says “We cannot arrest our way out of the drug epidemic nor can we suspend or expel our way out of it either.” He said that the juvenile justice system is set up to focus on rehabilitation instead of incarceration and the goal here is getting the kids the help that they need. He said the purpose is to identify and provide help.*

*Judge Apostolou said that the thrust of the voluntary program is to get the child the help that they need and to recreate an atmosphere in the school that will allow for the child to seek out this help.*

*Mr. Pellegrino turned the meeting over to Dr. Kasyan to continue with the Discussion Items for the June 16, 2015 Agenda.*

*Dr. Kasyan complimented the board on their proactive stance on issues and how they move forward in a positive fashion for the children. He referred to an issue that came to him that focused on the responsibility of a school district for off-campus activities not sponsored by the district. He turned this discussion over to the board attorney regarding an incident that occurred off campus after the prom.*

*Mr. Roberts said that there are certain parameters set by New Jersey regulations that control the responsibility of the school district for off-campus conduct versus what happens in district. He said that if there is no nexus to the school district or impact on the educational process or in the hallways it is not the district’s responsibility to impose consequences on students for every action that occurs off school grounds simply because they are our students.*

## **9. Discussion Items for June 16, 2015 Agenda**

- **Education, Curriculum & Technology – Agenda Items\***

- **Referendum Update – Town Hall Meeting will be August 18, 2015 at 7:00 p.m. in the Elementary School Cafetorium**

*Dr. Kasyan asked Ms. Coates to speak on the Town Hall Meeting. She said that the engineer, Mr. Edwards, and the Garrison Group would be present to represent the board at the meeting. Tracy Stevens, from Phoenix Advisors will be in attendance in place of Mary Lyons as well as Andrea Kahn, the Bond Council. Dr. Kasyan invited members of the board to also be in attendance.*

*Dr. Kasyan requested that a referendum committee be created consisting of Board Members as well as members of the community to focus on the action plan that he has put into place and be the centrifugal force in making sure that we are moving at a pace we feel is sufficient.*

Committee of  
the Whole –  
Discussion  
Items

Education,  
Curriculum &  
Technology

Referendum  
Update  
Town Hall  
Meeting

*Mr. Pellegrino asked for anyone interested in serving on the committee to send an email to Dr. Kasyan.*

Referendum  
Update  
(continued)

*Dr. Kasyan provided details of the action plan and steps that have already been addressed focusing on meeting with coaches and how to connect with the 18 year old voters, parents, athletes and the alumni. He said he would also be meeting the senior class prior to graduation practice to have them fill out voter registration forms, provide absentee ballots and collect their email addresses in order to send reminder notices to vote. Dr. Kasyan asked for the names of any organizations that he should contact.*

Planning Board  
Meeting

- **The project will be presented at the July 7, 2015 Planning Board Meeting**
- **Poll hours for the September 29, 2015 Referendum vote \***

Poll Hours

*Dr. Kasyan reported that the poll hours need to be discussed and approved this evening. Mr. Pellegrino said that the following times were suggested: 9:00 a.m. to 9:00 p.m. and 2:00 p.m. to 9:00 p.m. Mrs. Coates said a cost estimate was provided in the packet outlining the specific costs of the different poll hours. Mrs. Smith said it was her understanding that the cost of an early referendum would be around \$5000 to \$6000. Mrs. Coates went over the related costs involved in holding a referendum with a base cost minus the poll workers of \$12,900. This information was included in the board packet. The board discussed the poll hour options and the consensus was to provide an early start of 6:00 a.m. to 8:00 p.m.*

Meeting with  
Brielle BOE

- **Meeting was held with Brielle Board of Education Committee regarding the Referendum**

*Dr. Kasyan asked Mr. Pellegrino to speak on the meeting held with the Brielle Board of Education. Mr. Pellegrino said a meeting was held with various Brielle board members to answer questions regarding the referendum project and the impact on the sending districts overall. He said that this information would be brought back to their board of a whole.*

- **Tax Impact**

Tax Impact

*Mrs. Coates reviewed the tax impact statement that provides several assumptions for the Manasquan taxpayer and the sending districts if they were to provide additional financial support towards the referendum. This information is provided on the district's website.*

*Mr. Pellegrino said that the board will need to consider the length of the bond because this will allow for a clearer picture of the tax impact for the taxpayers and sending districts for their budget planning.*

*Dr. Kasyan said that he feels the discussion should first hinge on the Manasquan taxpayers when it comes to decide on the length of the bond.*

*Mrs. Coates provided information on what funds fall within the 2% cap and said that referendums are outside the 2% cap for Manasquan. She said that initial inquiries on this subject to the auditor and others resulted in the response that payments to Manasquan from the sending districts could only be from inside their 2% cap. She is still waiting for confirmation of this statement from the state.*

*Dr. Kasyan thanked Brianne Lauria, a member of the Academy of Finance, who diligently went through the list of Manasquan voters and crossed referenced them with those having students attending the Manasquan schools.*

- **Athletics/Community**
  - **RFP School Physician – an ad hoc committee will be formed to conduct interviews for this position, if you are interested e-mail Dr. Kasyan as soon as possible**

*Mr. Pellegrino reported that based on the Request for Proposal schedule the district will solicit an RFP for a School Physician. Anyone interesting in serving on an ad hoc committee to review the received RFP's should email Dr. Kasyan.*

- **Personnel – to be discussed in Executive Session**
- **Legal – to be discussed in Executive Session**
- **Policy – Agenda Items**
  - **Negotiations Update**

*Mr. Pellegrino reported that the board would be meeting next Wednesday with the bargaining unit of the MEA.*

- **The new date for candidates to file nominating petitions for the November election is July 27, 2015 at 4:00 p.m.**

*Dr. Kasyan reported on the date for candidates interesting in filing a petition for the November election.*

- **Kathy Winecoff, New Jersey School Boards Association, will attend our July 28, 2015 Board meeting to present the Board Self-Evaluation**

*Dr. Kasyan reported that Kathy Winecoff would present the board self-evaluations at the July 28<sup>th</sup> meeting. Mr. Pellegrino said that as of June 15<sup>th</sup> only three members have completed the self-evaluation and asked that this process be completed at their earliest convenience.*

- **Finance – Agenda Items \***
  - **The final draw for the CDL loan was made on June 1, 2015 in the amount of \$290,000**

*Mrs. Coates provided details on the final draw made on June 1<sup>st</sup> in the amount of \$290,000 for the 2014-2015 school year.*

- **The bid opening for trash collection services was June 11, 2015 at 1:30 p.m. \***

*Mrs. Coates reported on the results of the bid opening for trash collection services with bids received from Republic Services and Waste Management. She said Republic Services was initially found to be the low bidder but after further review it was determined that their bid was not compliant and upon attorney advisement Republic would have to remain with their bid amount. A letter was received from Republic indicating that they quoted a monthly price rather than an annual price and requested we multiply this amount by 12 months. Our attorney said that we cannot allow them to alter their bid and he advised that the award be given to Waste Management.*

- **Reserve Deposits \***

*Mrs. Coates reported that on the agenda this evening there are four action items regarding transfers to reserves. This action item is required to take place in June if you believe that there will be any transfers made into reserves when the fiscal year concludes. Once she receives the actual extraordinary aid amount and after the completion of the annual audit will decisions be made for transfers of funds into reserve accounts.*

Athletics /  
Community:

RFP School  
Physician

Personnel:  
(Exec. Session)

Legal:  
(Exec. Session)

Policy:

Negotiations  
Update

Candidate  
Petition Filing  
date

K. Winecoff,  
NJSSBA – Board  
Self-Evaluation

Finance:  
CDL Final Draw

Trash  
Collection bid

Reserve  
Deposits

- **Buildings & Grounds – Agenda Items**

- **Eagle Scout Project Update**

*Mrs. Coates provided an update on the Eagle Scout Project and a meeting she, Dr. Kasyan and Mr. Bigley had with Matt Ertle. Matt has received three quotes for irrigation and sod and is working with master gardeners to determine the best types of plants for this area. He has a list of volunteers for the project and plans on starting work in late August or early September.*

- **Toolbox Tuesday – July 21, 2015, Manasquan High School**

*Mrs. Coates provided details on the Toolbox Tuesday program that is being held at the high school. Facility staff members from the central region are invited to attend this all-day program. She thanked Mr. Bigley for arranging this program. Mrs. Garrett-Muly complimented the grounds staff on their efforts and the great condition of the fields. Dr. Kasyan thanked the building administration for putting together their thoughts on the first outside graduation ceremony.*

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

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

*Dr. Kasyan continued with his report and provided the Enrollment Report, as specified in **Document A**. He also reviewed the attendance comparison, fire drill, suspensions and tardy reports, as specified in **Document B**. He said that these drills satisfy the state statute to conduct one safety and one fire drill per month. He reviewed the HIB Report, as specified in **Document C**.*

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

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

*Motion was made by Mrs. Garrett-Muly, seconded by Mr. Sorino, to accept and approve the Superintendent's Report.*

*Discussion: None*

*Roll Call Vote: Ayes (12); Nays (0)*

**MOTION CARRIED**

*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.

*Jeanne Walsh, 356 Cedar Avenue, Manasquan – Mrs. Walsh asked questions relating to the Manasquan tax burden and the assumption of the state picking up 85%. She asked if this number would still hold true. Mrs. Coates addressed her question and said that the best scenario is that the district will receive 100% of the debt service aid but it is hard to say if this is a realistic assumption since the last few years it has been 85%. Mrs. Coates addressed her question on the interest rate*

Buildings &  
Grounds:

Eagle Scout  
Project Update

Toolbox  
Tuesday  
Program

Superintendent  
Report  
Enrollment  
Document A

Attendance,  
Fire Drill,  
Suspensions &  
Tardy Reports  
Document B

HIB Report  
Document C

Approval of  
Superintendent  
Report

Public Forum  
on Agenda  
Items

*paid by the sending districts being a negotiable amount and said that it is not negotiable and broken down on a per student basis. Mrs. Coates confirmed that the possible additional funds from the sending districts are not included in the numbers and they only include the sending districts payment to the interest. Mrs. Coates said that the Manasquan tax burden would go down if the sending districts agreed to provide additional funding outside of the tuition. She would have Mary Lyons provide an updated tax impact should this transpire.*

*Carl Straub, 27 Willow Way, Manasquan – Mr. Straub asked what the source is that dictates the sole obligation of the Manasquan taxpayer to pay for the principal. Mr. Roberts said that it is included in 18A but he did not have the actual statute available at this time. Mr. Straub said that this relationship needs to be changed. Mr. Pellegrino said that past boards have met with the legislatures and discussed this process without any positive results.*

*Mike Sinneck, 159 Second Avenue and Town Councilman – Mr. Sinneck reported that he and other members of the borough's governing body met with representatives from Senator Singers office on the funding dilemma of the Manasquan taxpayers being unburdened but it does not look good for any changes being made to this situation.*

*Marilyn Jacobson, 59 McLean Avenue, Manasquan – Mrs. Jacobson commented on the cost of the loan for the Manasquan taxpayers over the life of the loan being \$7,000 and the fact that this \$7,000 does not account for the 2% increase allowed in the budget and any possibility of additional tax burden. She said that it is unlikely that there would not be any additional capital improvements after this referendum.*

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

*Mr. Pellegrino asked there was a need for a separate vote on any of the Manasquan Items #12 through #32. Seeing none, he asked for a motion to approve Items #12 through #32.*

*Motion was made by Mr. Cattani, seconded by Mr. Sorino, to approve Manasquan Items #12 through #32.*

*Discussion: Mrs. Garrett-Muly asked if any other companies were solicited for pest control. Mrs. Coates said it is generally under the bid threshold so we get quotations. Mrs. Garrett-Muly asked if other companies could be looked into for this service.*

*Roll Call Vote: Ayes (9); Nays (0); Abstain (1) Mrs. Garrett-Muly on Richard Read - Item #24*

*MOTION CARRIED*

## **MANASQUAN**

### **General Items**

- 12. Recommend** approval of the Agreement with Phoenix Advisors for Continuing Disclosure Agent Services and Independent Registered Municipal Advisor of Records for the 2015-2016 school year, as per **Document D**.
- 13. Recommend** approval of the Broker Services Agreement with Brown & Brown Benefit Advisors, Inc., for the 2015-2016 school year, as per **Document E**. This agreement was reviewed and approved by the Board Attorney. The reappointment of Brown & Brown Benefits Advisors, Inc., as the Health Insurance Broker of Record at a fixed flat commission fee of \$50,000, was previously approved by the Board at the January 5, 2015 Reorganization Meeting.
- 14. Recommend** approval to solicit Requests for Proposals for the following professional services:
  - 2015-2016 Sports Medicine Physician and District Medical Officer, as per **Document F**.

Public Forum  
on Agenda  
Items  
(continued)

Manasquan  
General Items  
#12 - #32

Phoenix  
Advisors  
Document D

Brown &  
Brown Benefit  
Advisors  
Document E

Solicit RFP  
School  
Physician  
Document F



15. **Recommend** approval of the amendment to the 2014-2015 NCLB Grant to transfer \$1800 from Other Purchased Services to Professional and Technical Services in Title II Part A. This transfer will be used to make payment to a presenter regarding strategy based instruction.
16. **Recommend** approval to establish the poll hours for the September 29, 2015 referendum vote as 6:00 a.m. to 8:00 p.m.
17. **Recommend** approval of the following Central Office Staff Member(s) to perform clerical responsibilities at Public Board of Education Meetings for the 2015-2016 school year at a stipend of \$30.00 per hour:  

Sandi Freeman
Alternates: JoAnn Dietrick and Tara Hudson
18. **Resolution:** To determine that there exists a need for Extraordinary Unspecifiable Professional Services of an identified Worker and Community Right to Know Act and Hazard Communication Standard service; an Asbestos Consultant; an Indoor Air Quality Consultant; a Safety Inspector/Repair Consultant; Integrated Pest Management Contractor and Cooperative Bidding Services and funds are available for such purposes and these services are of such a nature that they cannot be bid and therefore, engage the following as specified for the 2015-2016 school year:
  - HMC Inc., 1214 Rue Avenue, Point Pleasant, NJ, to provide identified Worker and Community Right to Know Act and Hazard Communication Standard services at all applicable locations for the Manasquan School District, in the amount of \$3,250.00.
  - Environmental Connection, as AHERA consultants, at a cost for an AHERA Six Month Inspection of the facilities at \$1000.00 per inspection. Rates for other services will be agreed upon before projects are undertaken.
  - RK Occupational & Environmental Analysis, Inc., Mr. Michael McGuinness, designated person, at a rate agreed upon before projects are undertaken for IAQ services.
  - Corby Associates, Inc., Mr. Michael J. Corby, C.P.S.I., designated person, at a rate agreed upon before projects are undertaken for inspection/repair of bleachers, gym and playground equipment.
  - Allison Pest Control, designated Integrated Pest Management contractors, at a rate agreed upon before projects are undertaken for IPM.
  - Alliance for Competitive Telecommunications (ACT), cooperative purchasing of telecommunications services.
  - Alliance for Competitive Energy Services (ACES), cooperative purchasing of natural gas and electric services.
  - Educational Data Services, Inc., to provide cooperative bidding services, at the annual rate of \$5,200.00.
19. **Recommend** approval for the Manasquan Board of Education to deposit current year surplus in Capital Reserve at year end not to exceed \$300,000.
20. **Recommend** approval for the Manasquan Board of Education to deposit current year surplus in Tuition Reserve at year end not to exceed \$300,000.
21. **Recommend** approval for the Manasquan Board of Education to deposit current year surplus in Maintenance Reserve at year end not to exceed \$200,000.
22. **Recommend** approval for the Manasquan Board of Education to deposit current year surplus in Emergency Reserve at year end not to exceed \$200,000.

2014-15 NCLB  
Funds Transfer

Poll Hours  
2/29/15  
Referendum

Clerical  
Responsibilities  
BOE Mtgs.

Extraordinary  
Unspecifiable  
Professional  
Services

HMC Inc.

Environmental  
Connection

RK  
Occupational &  
Environmental  
Analysis Inc.

Corby  
Associates

Allison Pest  
Control

ACT  
Telecomm.  
Services  
ACES – Gas &  
Electric

Ed-Data

Capital Reserve  
Deposit

Tuition Reserve  
Deposit

Maintenance  
Reserve  
Deposit

Emergency  
Reserve  
Deposit

- 23. Recommend** authorization for the School Business Administrator to apply for grants through the Sustainable Jersey for Schools Grant Program as they arise.

- 24. Recommend** approval of the district's Green Team as follows:

Richard Read	Bernie Bigley	Jesse Place
Walter Wall	Paul Hamman (Cenergistic)	Colleen Graziano
Rick Coppola	Eric Wasnesky	Cheryl Bontales
Lynn Coates		

As a requirement to participate in Sustainable Jersey for Schools a Green Team must be created.

- 25. Recommend** authorization for the School Business Administrator to execute contracts for the 2015-2016 school year as follows, as per **Documents G(1)** and **G (2)**

- Horizon Blue Cross Blue Shield of New Jersey
  - Medical, Prescription and Dental Plans
- School Alliance Insurance Fund (SAIF)
  - Commercial Package and Errors & Omissions
- New Jersey Schools Insurance Group (NJSIG)
  - Workers Compensation and Excess Workers Compensation
- Selective
  - Bonds

Contracts will be reviewed and approved by the board solicitor prior to execution by the School Business Administrator. Please note: Competitive quotes for health, prescription and dental have been obtained by Brown & Brown. The district is entering the second year of a three year contract with SAIF and NJSIG. Proposals are on file in the office of the Business Administrator.

- 26. Recommend** approval of the 2015 extended school year list as per **Document H.**

#### **Professional Days**

- 27. 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>
June 5, 2015	Amy Young	Neptune High School	Educational Partnership Yr End Meeting	No	None
May 29, 2015	Amy Young	Monmouth University	Clinical Conference	No	None
May 29, 2015	Nancy Sanders	Monmouth University	Clinical Conference	No	None
June 12, 2015	Amy Young	Long Beach Island	Psychotherapy Training	No	None
June 12, 2015	Nancy Sanders	Long Beach Island	Psychotherapy Training	No	None
June 12, 2015	Andrea Trischitta	Oceanport, NJ	G&T Consortium	Yes	None
Sept. 2015- June 2015	Danielle Romano	Online Academy	Wilson Language Training	No	\$750.00 Registration \$906.00 Supplies IDEA Basic

*Sustainable  
Jersey for  
Schools Grant*

*Green Team*

*2015-16  
Contracts  
Documents G1  
And G2*

*Horizon BCBS*

*SAIF*

*NJSIG*

*Selective*

*2015 ESY  
Placements  
Document H*

*E.S.  
Professional  
Days*

Sept. 2015- June 2015	Theresa Innarella	Online Academy	Wilson Training	No	\$750.00 Registration \$906.00 Supplies IDEA Basic
July 8, 2015 –July 9, 2015	Christin Walsh	Wilson Reading Review	Annual Conference	No	Registration - \$ 349.00 (Title II)

*E.S.  
Professional  
Days  
(continued)*

### **Student Action**

#### **Field Trips**

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

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
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None at this time

*E.S. Field Trips  
(no report)*

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

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

*E.S. Home  
Instruction  
(no report)*

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

30. **Recommend** approval of the 2015-2016 SY out of district placement list, as recommended by the Child Study Team as per **Document I**.

*E.S. Out of  
District  
Placements  
Document I*

31. **Recommend** approval of the placement of special education student # 24937 at Brookside School (July 1-August 7) for additional extended school year services in the amount of 135 hours of behavioral support via a paraprofessional (total amount not to exceed \$2,922.77). Placement to include transportation one way only from Manasquan Elementary School to Brookside.

*Special Ed  
Placement  
Brookside  
School*

#### **Secretary's Report**

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

*Financial  
Reports*

The Business Administrator/Board Secretary certifies that as of **May 31, 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.

*Secretary's  
Certification*

Be it Resolved; that the amount of district taxes, excluding debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,158,714.00** and that Manasquan Borough Council is hereby requested to place in the hands of the Treasurer of School Moneys that amount within the 30 days in accordance with the statutes relating thereto.

*District Taxes*

**Be It Resolved:** Pursuant to N.J.A.C. 6A:23A-16.10 (c)3 the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **May 31, 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.

*Acceptance of  
Secretary's  
Certification*

**Recommend acceptance** of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **May 31, 2015** per **Document J**. (The Treasurer of School Moneys Report for the month of **May 2015** is on file in the Business Office and is in balance with the Secretary's Report).

Secretary's  
Financial &  
Investment  
Report  
Document J

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 **May 31, 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 May and June** as recommended by the Superintendent of Schools, as per **Document J**.

Budget  
Certification  
Document J

**Recommend acceptance** of the **Elementary School Central Funds Report** for the month ending **May 31, 2015** as per **Document K**.

E.S. Central  
Funds Report  
Document K

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

Purchase  
Orders  
Document L

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

Cafeteria  
Report  
Document M

**Be It Resolved:** that the **Bills (Current Expense)** in the amount of **\$1,188,700.65** for the month of **June 2015** be approved. Records of, checks (**#36261- #36267**) and distributions are on file in the Business Office.

Bills

**Confirmation of Bills (Current Expense)** for **May 2015** at **\$2,106,415.00** and checks (**#36113- #36260**).

Confirmation  
of Bills

*Mrs. Garrett-Muly referred to Item 30 and asked if the transportation costs could also be provided in the breakdown.*

*Mr. Pellegrino asked there was a need for a separate vote on any of the Manasquan/Sending District Items #33 through #45. Seeing none, he asked for a motion to approve Items #33 through #45.*

Manasquan/  
Sending  
District General  
Items # 33 -  
#45

*Motion was made by Mr. Sorino, seconded by Mr. Walsh, to approve Manasquan/Sending District Items #33 through #45.*

*Discussion: None*

*Roll Call Vote: Ayes (12); Nays (0); Abstain (1) Mrs. Garrett-Muly on Richard Read – Item #42*

*MOTION CARRIED*

## **MANASQUAN/SENDING DISTRICTS**

### **General Items**

33. **Recommend** approval of the Food Service Management Company Addendum between the Manasquan Board of Education and Simplified Culinary Services, Inc., which shall become incorporated and part of the Contract for Food Services entered into by the above parties on the 1<sup>st</sup> day of July 2014, witnesses that Simplified Culinary Services and the Manasquan Board of Education agree as follows:

2015-16  
Addendum to  
Simplified  
Culinary  
Services Inc.

**MANASQUAN BOARD OF EDUCATION  
SCHOOL FOOD SERVICE MANAGEMENT PROGRAM  
2015-2016**

All management/administrative fees must be specifically stated in the body of the contract. Contract which provide for management fees on a cents per meal or flat fee basis are allowed. 7CFR 210.16(a).c.

This addendum begins on 7/1/2015 and ends on 6/30/2016

Simplified Culinary Services will collect a flat fee of \$21,000.00 annually.

Simplified Culinary Services guarantees a return of \$10,000.00

Above guarantees are based upon similar operating conditions as previous school year. Service will not be interrupted as a result of fire, work stoppage, strike or school closing. In the event any of the foregoing conditions are not met during the school year, Simplified Culinary Services' guaranteed obligation shall be reduced by an amount equivalent to any increase in expenses or decrease in revenues which are attributable to the changes in such conditions

34. **Recommend** approval of the disposal of 1200 Student Handbooks that were printed with errors and reprinted by the company at no additional cost to the board, as per **Document 1**.
35. **Recommend** approval to authorize payment to Cenergistic Inc., for year two of a five year contract previously awarded at an annual cost of \$54,600 (\$4,550 monthly).
36. **Recommend** approval of the contract renewal for printing services with Centurion Printing, 761 Lexington Avenue, Kenilworth, NJ, pursuant to PL 2015, Chapter 47 and in accordance with N.J.S.A. 18A:18, et. seq.. The terms and pricing of the renewal will remain the same as those of the contract awarded on June 25, 2013. (Bid of June 13, 2013)
37. **Recommend** approval of the Manasquan High School's membership in the New Jersey State Interscholastic Athletic Associations (NJSIAA) and the payment of \$2,150.00 in dues for the 2015-2016 school year. (Chapter 172, Laws 1979-N.J.S.A. 18A:11-3, et. seq.)
38. **Recommend** acceptance of bids and approval of the Resolution Awarding of Project for Trash Collection Services to Waste Management, 107 Silvia Street, Ewing, NJ, for 2015-2016 school year, in the Base Bid One-Year amount of \$16,207.80, with the option for two (2) one-year renewals, as per **Document 2**.
39. **Recommend** approval of the list of cancelled checks for the General Account, E.S. Central Fund, H.S. Central Fund and Salary Account, as per **Document 3**.
40. **Recommend** approval of the Technology Integration Coach job description as per **Document 4**.
41. **Recommend** approval to purchase instructional and administrative software titles, subscriptions and renewals as per **Document 5**. These purchases do not have an applicable State Contract and the purchase qualifies as exempt per 18A:18A-5(19).

2015-16  
Addendum to  
Simplified  
Culinary  
Services Inc.  
(continued)

Handbook  
Disposal  
Document 1

Cenergistic Inc.

Centurion  
Printing –  
contract  
renewal

2015-2016  
NJSIAA  
Membership

2015-16 Trash  
Collection  
Services –  
Waste  
Management  
Document 2

Cancelled  
Checks  
Document 3

Tech  
Integration  
Coach  
Document 4

Inst. & Admin.  
Software titles,  
Subscriptions &  
Renewals  
Document 5

**Professional Days**

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

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
June 2, 2015	Jason Bryant	Trenton, NJ	Civics/History	Yes	None
July 19, 2015-July 23, 2015	Richard Read	Anaheim, CA	AOF National Conference	No	\$50.53 Mileage \$625.00 Registration \$319.50 Meals \$600.00 (Airfare est.) \$50.00 Tolls
July 19, 2015-July 23, 2015	John Driscoll	Anaheim, CA	AOF National Conference	No	\$50.53 Mileage \$625.00 Registration \$319.50 Meals \$600.00 (Airfare est.) \$50.00 Tolls
2014-2015 School Year	Pam Cosse	To be reimbursed .31 a mile for mileage related to job duties	As per contract	No	\$97.32 additional mileage for 2014-2015 SY

H.S.  
Professional  
Days

**Student Action**

**Field Trips**

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

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
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None at this time

H.S. Field Trips  
(No report)

**Placement of Students on Home Instruction**

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

#161608	Grade 11	June 9, 2015 – June 23, 2015 (Medical)
#171827	Grade 10	June 3, 2015 – June 23, 2015 (Medical)
#182259	Grade 9	June 12, 2015 – June 23, 2015 (Medical)
#2177	Grade 9	June 12, 2015 – June 23, 2015 (Disciplinary)

H.S. Home  
Instruction

**Financials**

45. **Recommend** acceptance of the following **High School Central Funds Report** for the month ending **May 31, 2015** as per **Document 6**.

H.S. Central  
Funds Report  
Document 6

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

46. **Old Business/New Business**

Old Business  
New Business

47. **Public Forum**

*Mr. Pellegrino opened the second Public Forum.*

Public Forum

*Jeanne Walsh, Cedar Avenue, Manasquan – Mrs. Walsh asked if the food management company was a new vendor. Mrs. Coates said it our current vendor.*

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

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

*Motion was made by Mr. Sorino, seconded by Mr. Cattani, and approved by voice vote of all those present in favor to enter into executive session at 8:52 p.m.*

*Discussion: None*

**MOTION CARRIED**

Executive  
Session

**48. 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 sixty (60) minutes after which the public meeting of the Board shall reconvene and proceed with business; and

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

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

- X 1. Confidential Matters per Statute or Court Order (Student matters)
- \_\_\_ 2. Impact Rights to Receive Federal Funds
- \_\_\_ 3. Unwarranted Invasion of Individual Privacy
- X 4. Collective Bargaining (MEA negotiations and Administrators’ Sidebar Agreement)
- \_\_\_ 5. Acquisition of Real Property or Investment of Fund
- \_\_\_ 6. Public Safety Procedures
- \_\_\_ 7. Litigation or Contract Matters or Att./Client Privilege
- X 8. Personnel Matters (hiring, resignations)
- \_\_\_ 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 from executive session at 10:50 p.m. and Mr. Pellegrino asked for a motion to reconvene the meeting.*

Return to  
Public Meeting

*Motion was made by Mr. Walsh, seconded by Mrs. Smith, and approved by voice vote of all those present to reconvene the regular public meeting.*

*Mr. Pellegrino asked for a motion to approve Manasquan Item #49.*

*Motion was made by Mr. Clayton, seconded by Mrs. Garrett-Muly, to approve Manasquan Item #49 - Document N.*

Manasquan  
Item #49

*Discussion: None*

*Roll Call Vote: Ayes (9); Nays (0); Abstain (1) Mrs. Garrett-Muly on Danielle Kurani*

**MOTION CARRIED**

**Personnel - MANASQUAN**

**49. Recommend approval of the Elementary School personnel as per Document N.**

E. S. Personnel  
Document N

*Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Items #50 and #51.*

*Motion was made by Mrs. DiPalma, seconded by Mr. Vitale, to approve Manasquan/Sending District Items #50 – **Document 7** and #51.*

*Discussion: None*

*Roll Call Vote: Ayes (12); Nays (0); Abstain (1) Mrs. Garrett-Muly on Richard Read (Paraprofessional staff) and Richard Read (teaching staff)*

**MOTION CARRIED**

**Personnel – MANASQUAN/SENDING DISTRICTS**

**50. Recommend approval of the High School personnel as per Document 7.**

**51. Recommend approval of the sidebar agreement between the Board of Education and the Administrators' Association dated June 16, 2015.**

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

*Motion was made by Mr. Walsh, seconded by Mrs. Garrett-Muly, and approved by voice vote of all those present in favor to adjourn the meeting at 10:53 p.m.*

**52. Adjournment**

Motion to Adjourn

*Respectfully submitted,*



Lynn Coates

School Business Administrator/Board Secretary

Manasquan/  
Sending  
District Items  
#50 and #51

H.S. Personnel  
Document 7

Sidebar  
Agreement  
Manasquan  
Administrator's  
Association

Adjournment