

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 Monday, March 13, 2017.

The Board President, Mr. Pellegrino, called the meeting to order and read the following 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

| | | |
|------------------------------------|--|-------------------------------------|
| <i>Donna Bossone</i> | <i>Heather Garrett-Muly arrived 6:02</i> | <i>Thomas Pellegrino</i> |
| <i>Eugene Cattani</i> | <i>Terence Hoverter</i> | <i>Alfred Sorino</i> |
| <i>Linda DiPalma -arrived 6:04</i> | <i>Joseph Loffredo</i> | <i>Tedd Vitale (Brielle)-absent</i> |
| <i>Mark Furey (Belmar)</i> | <i>Anne McGarry (SLH)</i> | <i>Colin Warren</i> |

Roll Call

Also Present: Dr. Frank Kasyan, Superintendent of Schools, Lynn Coates, School Business Administrator/Board Secretary; Dan Roberts, Board Attorney; Sandi Freeman, Recording Secretary. Absent: Madison Dettlinger; Karly Grogan; Christopher Driscoll and Maura Farragher, Student Board Representatives.

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

4. Mission Statement

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

Mission Statement

5. Statement to the Public

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

Statement to the Public

Mr. Pellegrino said the acceptance of minutes and the student board representative report would take place at the Regular Public Meeting on March 21, 2017.

Minutes
(No Action)

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Committee of the Whole and Closed Executive Session of February 21, 2017 and the Regular Public Meetings and Closed Executive Session of February 28, 2017.

7. Student Board Representative Report

Mr. Pellegrino turned the floor over to Dr. Kasyan for the Presentations. Dr. Kasyan thanked the board for giving him the opportunity to recognize the accomplishments of the students. Dr. Kasyan recognized and congratulated the Manasquan High School Varsity Boys' Bowling Team for winning the Group 1 State Championship and second overall in the State Tournament of Champions. Dr. Kasyan thanked the coaches for a job well done with the boys and girls bowling team. He introduced the boys' coach, Mr. Timothy Clayton and the girls' coach, Mr. Thomas Glenn. Mr. Glenn said he was here tonight because of Sarah Smith, one of the senior bowlers. He complimented her growth as a bowler over the years at Manasquan High School and her determination to improve her game which became apparent this year when she became the second girl in school history to throw a perfect game. Mr. Clayton spoke about the boys' team and how he approached his position as coach by looking at bowling as a sport and treating the team like athletes. He set high expectations, raised their level to compete and challenged them to win every ball in every frame in every game. He congratulated the team for outperforming and outpacing everyone and walking home with the state championship. Dr. Kasyan thanked the parents for dedicating their time to their children to be successful. A short video was presented highlighting the bowling teams' outstanding talent. Plaques were presented to Kyle Bauter, Austin Devereux and Sarah Smith in acknowledgement of bowling perfect games. Dr. Kasyan was presented with an official parent's scarf by Sarah Smith. Certificates of Achievement and a team picture were presented to the members of the Boys' Bowling Team. A short recess took place to partake in the celebratory cake.

Presentations

8. Presentations

- **Boys' Bowling Team**
- **Bowlers, Perfect Game – Kyle Bauter, Austin Devereux, Sarah Smith**

Boys' Bowling Team

Mr. Pellegrino continued with the Committee of the Whole Discussion Items and turned the floor over to Dr. Kasyan.

**9. Committee of the Whole
Discussion Items for the Agenda**

- **Education, Curriculum & Technology**

Dr. Kasyan referred comments made by a parent at the last meeting relating to lowering the student/teacher ratio. Dr. Kasyan said that he met with the high school principal and dean of students and it was decided to tentatively cap classes at 25 and 20; however, as student request tallies come in these numbers are being worked with to see how it will impact the staff. Dr. Kasyan read a letter he received from Mr. Coppola relating to the class size and overall enrollment for the 2017-2018 academic year. Mr. Coppola's letter states that in order to move towards having all classes at 20 and in some cases 25, it was determined that it would require 23 extra teaching sections secured by hiring additional staff or assigning extra classes to existing staff. The letter continued to point out that in addition to budgetary and staffing issues, setting a 20 student cap would raise other concerns. Mr. Coppola also provided the additional academic areas that will be made available to the students next school year. Dr. Kasyan said he shared this letter to show that discussion is taking place to move towards the reality of minimizing class size while maintaining a budget.

Committee of the Whole Discussion Items Education, Curriculum & Technology

High School Class Size

Dr. Kasyan spoke on the number of teaching positions loss due to attrition and said that he would be diligent in regards to building the budget and looking at the current staff. Mrs. Garrett-Muly asked if there are many classes with very low student enrollment and if efforts could be made to expose the students in the interest they have and possibly combine with other interests. Dr. Kasyan said that the culture at Manasquan was to offer students the opportunity to take classes that they were interested in and many of those classes have small numbers. Dr. Kasyan said he believes we are moving in the right direction to address the class size and keep it between 24 and 26 students with no more than 30. Dr. Kasyan said that the administrative team is capable of making the systemic change and are instructional leaders and are focused on 21st century learning skills. Further discussion took place on the timeframe involved in achieving lower class sizes and the limitations that are currently in place and plans being put in place to address this in the future.

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

Dr. Kasyan said personnel items will be discussed in Executive Session.

- **Policy– Agenda Items ***

Dr. Kasyan reviewed the policies he provided for the board to review in the Friday Packet. He will be asking the board to approve the revisions and first reading at the Regular Public meeting. Mrs. Garrett-Muly asked if outside people would be brought in for in-service training. Dr. Kasyan said this was the plan and was a suggestion that came from the special education audit.

Polices for revision*:

- P & R 2460 - Special Education – **Option**
- R 2460.1 - Special Education - Location, Identification, and Referral – **Option**
- R 2460.8 - Special Education - Free and Appropriate Public Education – **Option**
- R 2460.9 - Special Education - Transition From Early Intervention Programs to Preschool Programs
- P 2467 - Surrogate Parents and Foster Parents
- P2422 – Health and Physical Education

Polices for first reading*:

- R 2460.15 - Special Education - In-Service Training Needs for Professional and Paraprofessional Staff

- **Legal**

- **Finance – Agenda Items ***

- Update on proposed 2017-2018 budget*

Mrs. Coates referred to the resolution on the agenda approving the adoption of the 2017-2018 tentative school district budget and approving the submission to the County Office of Education for review in accordance with the statutory deadline of Monday, March 20th. Mrs. Coates said four meetings have been held relating to the budget process and at the conclusion of the process the board received a package of information in the Friday packet regarding the tentative budget including minutes from the budget meetings. On behalf of Dr. Kasyan, Mr. Pellegrino and herself she thanked the board members who served on the budget committee for putting in many hours to work on the budget development process. The public hearing on the budget is scheduled on Tuesday, April 25th, during the regular public meeting commencing at 6:00 p.m.

- Update on temporary financing – Manasquan Bank – short term notes –Interest rate of .85% per annum payable at maturity (March 9, 2017 –September 9, 2017) ~ Certificate of Determination Award (See Attached)

Mrs. Coates provided an update on the temporary financing and reported that the loan documents were executed last week for a short term note with Manasquan Bank with an interest rate of .85% per annum payable at maturity. She said the term of the note is March 9, 2017 through September 9, 2017. The Certificate of Determination Award which moralizes the information will become a part of the formal minutes. Her reporting this information tonight is also a part of the resolution that was passed last month.

- **Buildings & Grounds/Facilities**

- Update on Elementary School Window Project

Mrs. Coates provided an update on the elementary school window project and reported that the windows were delivered this past Tuesday. The contractor's schedule indicated installation would begin this evening but in light of the impending weather it will be rescheduled and they will notify her of the new installation date.

C.O.W.
Discussion
Items

Policy Revisions
and 1st
Readings

Finance

Proposed
2017-2018
budget

Temporary
Financing –
Manasquan
Bank

Buildings &
Grounds/
Facilities

E.S. Window
Project

Dr. Kasyan would provide his Superintendent's Report at next Tuesday's meeting.

10. Superintendent's Report & Information Items

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

Recommend approval and acceptance of the Superintendent's 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.

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

Mr. Pellegrino asked for a motion to approve Manasquan General Item #12.

Motion was made by Mrs. Bossone, seconded by Mr. Hoverter, to approve the adoption of the tentative 2017-2018 school district budget and submit to the County Office of Education for review and approval, as specified in Manasquan General Item #12.

Discussion: Mrs. DiPalma asked if there was a substantial increase in the health care cost from last year. Mrs. Coates said that it was actually a lesser percentage than last year and is predicted to be a 12% increase and last year the number was closer to 20%.

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (0)

MOTION CARRIED

MANASQUAN
General Items

Adoption of Tentative 2017-2018 Budget

- 12. *Recommend*** approval to submit the tentative 2017-2018 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 2017-2018 school year using the 2017-2018 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> |
|-------------------------------------|--------------------------------|------------------------------------|--------------------------------|---------------------|
| <i>2017-2018 Total Expenditures</i> | <i>\$25,248,813</i> | <i>\$344,395</i> | <i>\$667,100</i> | <i>\$26,260,308</i> |
| <i>Less: Anticipated Revenues</i> | <i>\$10,598,123</i> | <i>\$344,395</i> | <i>\$0</i> | <i>\$10,942,518</i> |
| <i>Taxes to be Raised</i> | <i>\$14,650,690</i> | <i>\$0</i> | <i>\$667,100</i> | <i>\$15,317,790</i> |

Superintendent
Report
(no report)

Public Forum
on Agenda
Items

Manasquan
General Item
#12

Adoption of
Tentative
2017-2018
Budget
(Action Taken)

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;

BE IT FURTHER RESOLVED, that a public hearing be held in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, April 25, 2017 at 6:00 p.m. for the purpose of conducting a public hearing on the budget for the 2017-2018 school year.

Capital Reserve Account Withdrawal

RESOLVED that the Manasquan Board of Education requests the approval of a capital reserve withdrawal in the amount of \$2,361. The district intends to utilize these funds for a portion track resurfacing at the Manasquan High School.

Capital Reserve Account Deposit

RESOLVED that the Manasquan Board of Education requests the approval of a capital reserve deposit in the amount of \$50. This represents anticipated interest for the 2017-2018 school year.

***Adjustment
Health Benefits***

RESOLVED that the Manasquan Board of Education includes in the proposed budget the adjustment for increases in the costs of health benefits in the amount of \$186,421. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

Travel and Related Expense Reimbursement 2017-2018

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 N.J.A.C. 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 \$43,029 as the maximum travel amount for the current school year and has expended \$24,177 as of this date; now

THEREFORE, BE IT RESOLVED that the Manasquan Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.2, to a maximum expenditure of \$47,267 for all staff and board members for the 2017-2018 school year.

Adoption of
Tentative
2017-2018
Budget
(Action Taken)

Capital Reserve
Account
Withdrawal

Capital Reserve
Account
Deposit

Adjustment
Health Benefits

Travel &
Related
Expense
Reimburse
2017-2018

BE IT FURTHER RESOLVED that the Manasquan Board of Education approved the following 2017-2018 Tuition Rates:

| | | |
|------------------------------|-----------------|------------------|
| Manasquan High School 9 - 12 | <u>\$14,458</u> | |
| Pre-School A.M. | <u>\$1,028</u> | (2.25 hours 39%) |
| Pre-School P.M. | <u>\$1,607</u> | (3.50 hours 61%) |
| Kindergarten | <u>\$15,444</u> | |
| Grades 1 – 5 | <u>\$15,132</u> | |
| Grades 6 – 8 | <u>\$15,123</u> | |
| L/LD | <u>\$21,368</u> | |
| PSH – PT | <u>\$4,913</u> | |
| PSH – FT | <u>\$9,825</u> | |
| MD | <u>\$60,404</u> | |
| Parent Paid K-8 | <u>\$7,000</u> | |
| Parent Paid 9-12 | <u>\$7,000</u> | |

Adoption of
Tentative
2017-2018
Budget
(Action Taken)

2017-2018
Tuition Rates

Mr. Pellegrino asked if there were any questions or discussion on Manasquan Items #13 through #21 that will be on the agenda next Tuesday for board approval. Mrs. DiPalma referred to Item #13 and asked for an explanation of the front end of the specification. Mr. Roberts explained that it was a book that contained all the specifications relating to the Referendum Project bid package.

- 13. Recommend** approval to authorize soliciting bids for the Referendum Project – Package #1:
The front end of the specifications will be reviewed by the board solicitor.
The bid specs/plans will be reviewed by New Road Construction prior to release.
Package #1 includes the Elementary School windows and the High School stair tower.
Although the Elementary School HVAC work and phone upgrade (ES and HS) will be separate packages, it is all planned for this summer.

Discussion
Items
(No Action
Taken)

- 14. Recommend** approval of the following revised policies, as per **Document** :
- P & R 2460 - Special Education – **Option**
 - R 2460.1 - Special Education - Location, Identification, and Referral – **Option**
 - R 2460.8 - Special Education - Free and Appropriate Public Education – **Option**
 - R 2460.9 - Special Education - Transition From Early Intervention Programs to Preschool Programs
 - P 2467 - Surrogate Parents and Foster Parents
 - P2422 – Health and Physical Education

- 15. Recommend** approval of the first reading of the following policies, as per **Document** :
- R 2460.15 - Special Education - In-Service Training Needs for Professional and Paraprofessional Staff

16. 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, 2017** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

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 **January 31, 2017** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

Recommend acceptance of the Secretary's Financial & Investment Report and the Treasurer's Report, for the month ending **February 28, 2017** per Document. (The Treasurer of School Moneys Report for the month of **February 2017** 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, 2017** it is to the best of our knowledge that no major account fund has been expanded and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and that the Board of Education further approves the transfers made with line item accounts of the current expense portion of the **2016-2017 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, 2017** as per Document.

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

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

Be It Resolved: that the **Bills (Current Expense)** in the amount of \$ for the month of **March 2017** be approved. Records of checks (#through #) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for **February 2017** at \$ and checks (#through #).

Personnel

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

Professional Days

18. **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 27, 2017 | Colleen Graziano | Monroe | Dyslexia Workshop | No | Mileage - \$19.84 Registration - \$45.00 |
| April 27, 2017 | Margaret Polak | Monroe | Dyslexia Workshop | No | Registration - \$45.00 |
| March 23, 2017 | Thomas Russoniello | Monroe | Literacy Workshop | Yes | Mileage - \$19.84 Registration - \$149.00 |
| March 27, 2017 | Michele McNelis | Neptune | PARCC | Yes | Mileage - \$19.84 Registration - \$149.00 |
| April 28, 2017 | Cathy Taft Amy Young | Point Pleasant Beach | YOGA for children & adolescents | Yes-1 | None |
| May 4, 2017 | Amy Young | Toms River | Student Strategies | No | None |
| May 19, 2017 | Amy Young | Georgian Court University | MCSCA Conference | No | None |

| | | | | | |
|-------------------|-------------------------------|--------------------|---------------------------------|-------|--|
| June 9, 2017 | Amy Young | Long Island, NY | Mindful Principals & Strategies | No | None |
| March 31, 2017 | Theresa Innarella | Princeton | K-5 Handwriting Skills | Yes | Mileage - \$47.21 Registration - \$500.00 IDEA Funds |
| April 27-28, 2017 | Alissa Boyne Joan Akins | Long Branch | NJ Yearly Speech Convention | No | Mileage- \$22.44 each Registration- \$250.00 each IDEA Funds |
| May 17, 2017 | Teresa Savage | Point Pleasant | Effective Intervention | No | Registration - \$124.99 Materials-\$54.98 IDEA Funds |
| May 17, 2017 | Justine Rotante Jill Wells | Point Pleasant | Effective Intervention | Yes-1 | Registration - \$124.99 each IDEA Funds |
| March 30-31, 2017 | Nancy Sanders | St. Petersburg, FL | Training in Action Workshop | No | None |

*Discussion Items
(No Action Taken)*

Student Action Field Trips

19. **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 10, 2017 | Christine Rice Nancy Knitter | ESL | Jackson, NJ – Six Flags | Safari Off Road Education | Yes-2 | None | Student Funds |

Placement of Students on Home Instruction

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

Placement of Students Out of District

21. **Recommend** approval of the revised External Placement list that reflects both transportation and tuition costs for the 2016-2017 school year. **No Report for the Month**

Mr. Pellegrino asked if there were any questions or discussion on Manasquan/Sending District Items #22 through #30, with the exception of Items #26 and #29 that will be approved this evening.

Mr. Pellegrino asked for a motion to approve Manasquan/Sending Districts Items #26 and #29.

Motion was made by Mr. Sorino, seconded by Mr. Loffredo, to approve Manasquan/Sending Districts Items #26 and #29.

Discussion: None

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

*Manasquan/
Sending
District Items
#26 and #29
(Action Taken)*

MANASQUAN/SENDING DISTRICTS

General Items

22. **Recommend** approval of the agreement between Manasquan School District and E-Rate Partners, LLC for E-rate Services for Funding Year 2017 Category 1, in the annual amount of \$1,400.00.

- 23. Recommend** approval of Waters and Sims Employment Services, Inc., Red Bank, to continue to provide pre-vocational training and Intensive Job Preparation and Development work with student #172906 for 14 weeks, 9 hours per week, at a cost of \$53.00 per hour, not to exceed \$6678.00.
- 24. Recommend** approval of the Payment Application #003 from SLS Construction LLC, in the amount of \$115,404.10 for the 2016 Exterior Window Replacement at Manasquan Elementary School and New Security Vestibule at Manasquan Elementary School and Manasquan High School.

Personnel

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

Professional Days

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

| <u>Date</u> | <u>Name</u> | <u>Destination</u> | <u>Purpose</u> | <u>Sub</u> | <u>Cost</u> |
|----------------|------------------------------------|--------------------|-----------------------------|------------|-------------------|
| March 4, 2017 | Matthew Voskian | Atlantic City | Wrestling Championships | No | None |
| March 16, 2017 | Lynn Coates | Tinton Falls | 2017 MCIA Financing Program | No | None |
| March 21, 2017 | Margaret Polak Patricia Gallant | West Windsor | SEMI Regional Meeting | No | Mileage - \$24.61 |

- 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> |
|----------------|---|--------------------|--|------------|---|
| March 23, 2017 | Lynn Coates | Manahawkin | SEMI Regional Meeting | No | None |
| March 23, 2017 | Brent Shibla | Monroe | Social Studies and Literacy Workshop | Yes | Registration - \$149.00 |
| March 27, 2017 | Marisa Marco | Monroe | Using PARCC Data for Teaching/Learning | Yes | Registration - \$149.00 Mileage - \$10.56 |
| April 7, 2017 | Matthew Hudson | Metuchen | Air Quality Training | No | None |
| March 24, 2017 | Jesse Place Lisa Kukoda Frank Scott James Egan | Iselin | Microsoft Education Mini Conference | No | Mileage - \$23.99 each Tolls - \$4.00 each |

Discussion
Items
(No Action
Taken)

H.S.
Professional
Days
(Action Taken)

| | | | | | |
|--|------------------|-----------------|--|----|---|
| June 25-28, 2017 | Kyle Froehlich * | San Antonio, TX | International Society of Technology Education Conference | No | Registration: \$450 Hotel: \$747 M&IE: \$224 Airfare: \$438.60 Mileage to/from Airport: \$50.84 Airport Parking: \$44 Tolls: \$20 |
| * Previously BOE approved 1/31/2017 for James Egan. This will replace Mr. Egan with Mr. Froehlich for this conference. | | | | | |

Discussion Items
(No Action Taken)

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> |
|------------------|---|--|-----------------------------------|-------------------------------------|------------|--|--------------------|
| March 27, 2017 | Claire Kozic Amy Edwards Nurse (TBD) | Academy of Health Careers and Academy of Engineering | Schroth School | Therapists Observations | Yes-3 | Bus - \$300.00 | None |
| March 22, 2017 | Maria Eldridge Nurse (TBD) | Spanish and French Honor Societies | Windows Culinary Education Center | Authentic French Cuisine | No | None | Student Club Funds |
| April 11, 2017 | Maria Eldridge Nurse (TBD) | Spanish and French Honor Societies | Pinot's Palette – Wall, NJ | Monet Art | No | None | Student Club Funds |
| March 20, 2017 | Leigh Busco Jill Santucci Peter Cahill Nurse (TBD) | Peer Leaders | Schroth School | Author and Peer Student Interaction | Yes-1 | Bus - \$350.00 | None |
| June 14-20, 2017 | Kristen Buss Joseph LaCarrubba | Surf Team | California | NSSA Surfing Competition | Yes-1 | None | None |
| June 14-20, 2017 | Peter Cahill or Designee | Surf Team | California | NSSA Surfing Competition | No | Not to Exceed: Airfare-\$665.00 Hotel-972.00 M/I - \$384.00 Transport-\$150.00 | None |

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:

| | | |
|---------|----------|---|
| #202968 | Grade 9 | January 24, 2017 - June 20, 2017 Extended (Medical) |
| #203131 | Grade 9 | February 27, 2017 - To Be Determined (Medical) |
| #182261 | Grade 11 | February 23, 2017 - June 20, 2017 (Medical) |
| #2417 | Grade 9 | March 9, 2017 - To Be Determined (Medical) |

H.S. Home Instruction
(Action Taken)

Financials

- 30. Recommend acceptance of the following High School Central Funds Report for the month ending February 28, 2017 as per Document .**

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

31. Old Business/New Business

Mr. Pellegrino continued with the second public forum seeing no Old or New Business.

32. Public Forum

Marilyn Jacobson, 59 McLean Avenue, Manasquan – Mrs. Jacobson asked if there was any truth to the rumor that Dr. Kasyan has a second job at Georgian Court. Mr. Pellegrino interrupted Mrs. Jacobson and explained that her comments pertained to personnel matters and are not included in public discussion.

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

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

Motion was made by Mr. Loffredo, seconded by Mr. Cattani, and approved by voice vote of all those present in favor to enter into executive session at 6:55 p.m. **MOTION CARRIED**

33. 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
- X 4. Collective Bargaining (MEA sidebar agreement)
- ___ 5. Acquisition of Real Property or Investment of Fund
- ___ 6. Public Safety Procedures
- ___ 7. Litigation or Contract Matters or Att./Client
- X 8. Personnel Matters (Hiring, Retirement, Leave of Absence)
- ___ 9. Imposition of Penalties Upon an Individual

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

*Discussion
Items
(No Action
Taken)*

*Old Business
New business*

Public Forum

*Executive
Session*

Mr. Pellegrino asked for a motion to reconvene the meeting at 7:20 p.m.

Meeting
Reconvened

Motion was made by Mrs. Garrett-Muly, seconded by Mr. Warren, and approved by voice vote of all those present in favor to reconvene the meeting at 7:20 p.m.

Mr. Pellegrino asked for a motion to approve Manasquan Item #34.

Motion was made by Mrs. Garrett-Muly, seconded by Mrs. DiPalma, to approve Manasquan Item #34 – Elementary School Personnel, as specified in Document A.

Manasquan
Item #34

Discussion: None

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (0)

MOTION CARRIED

MANASQUAN

Personnel

- 34. Recommend approval of the March 13, 2017 Elementary School personnel, as per Document A.**

H.S. Personnel
Document A

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Item #35.

Motion was made by Mr. Loffredo, seconded by Mr. Hoverter, to approve Manasquan/Sending District Item #35 – MEA/BOE Sidebar Agreement, as specified in Document 1.

Discussion: None

Roll Call Vote: Ayes (11); Nay (0); Abstain (0); Absent (1) Mr. Vitale

MOTION CARRIED

Manasquan/
Sending
District Item
#35

MANASQUAN/SENDING DISTRICTS

- 35. Recommend approval of the sidebar agreement between the Manasquan Education Association and the Board of Education, as per Document 1.**

MEA/MBOE
Sidebar
Agreement
Document 1

*Mr. Pellegrino asked for a motion to approve and accept an additional **Item #36** the resignation letter of Dr. Kasyan, effective August 1, 2017.*

Motion was made by Mr. Sorino, seconded by Mr. Cattani, to approve and accept the resignation letter of Dr. Kasyan, effective August 1, 2017.

Discussion: None

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

MOTION CARRIED

Item #36
Resignation of
Dr. Kasyan

Mr. Pellegrino asked for a motion to adjourn.

37. Adjournment

Motion to Adjourn

Motion was made by Mrs. Garrett-Muly, seconded by Mr. Cattani, and approved by voice vote of all those present in favor to adjourn the meeting at 7:22 p.m.

MOTION CARRIED

Respectfully submitted,



Lynn Coates, Board Secretary

CERTIFICATE OF DETERMINATION AND AWARD

I, Lynn Coates, Business Administrator/Board Secretary of The Board of Education of the Borough of Manasquan in the County of Monmouth, New Jersey (hereinafter referred to as the "Board of Education"), HEREBY CERTIFY as follows:

1. I hereby determine to issue the Temporary Note (the "Note") hereinafter described by virtue of the authority conferred upon me by resolution of the Board adopted February 21, 2017 and entitled, "Resolution Authorizing the Issuance of \$5,000,000 Temporary Notes of The Board of Education of the Borough of Manasquan in the County of Monmouth, New Jersey," and in anticipation of the issuance of bonds of the Board of Education pursuant to the proposal referred to in Section 1 thereof.

| | | | |
|------------------|--|---------------|---------------------|
| <u>TOTAL</u> | | <u>NUMBER</u> | <u>DENOMINATION</u> |
| <u>PRINCIPAL</u> | | | |
| <u>AMOUNT:</u> | \$5,000,000 | 2017-1 | \$5,000,000 |
| <u>DATE:</u> | 3/9/2017 | | |
| <u>MATURITY:</u> | 9/9/2017 | | |
| <u>INTEREST</u> | | | |
| <u>RATE PER</u> | | | |
| <u>ANNUM:</u> | 0.85% | | |
| <u>PLACE OF</u> | | | |
| <u>PAYMENT:</u> | The Board of Education of the Borough of Manasquan in the County of Monmouth, New Jersey | | |

2. Pursuant to the authority so conferred upon me, I have awarded and sold the Note to Manasquan Bank at the price of \$5,000,000, plus an amount equal to the interest on the Note accrued to the date of payment of the purchase price.

3. No notes or other obligations of the Board have heretofore been issued pursuant to the resolution referred to in Section 1 above and now remain outstanding and unpaid.

3. No bonds of the Board have heretofore been issued pursuant to the resolution referred to in Section 1 hereof.

4. The date of the first note or other obligation issued in anticipation of the issuance of the bonds that the instant note is issued in anticipation of, whether or not now outstanding, is March 9, 2017.

5. No grants have been received, no paydowns have been made and no cancellations have been enacted that would reduce the debt authorization below the amount of notes outstanding under the resolution referred to in Section 1 hereof.

IN WITNESS WHEREOF, I have hereunto set my hand as of March 9, 2017.

A handwritten signature in cursive script, appearing to read "Lynn Coates", is written over a horizontal line.

Lynn Coates
Business Administrator/Board Secretary