

BOARD OF EDUCATION
Borough of Manasquan

The Combined Committee of the Whole and Regular Public Meeting of the Manasquan Board of Education was held in the Manasquan High School Media Center on Tuesday, June 13, 2017.

The Board President, Mr. Pellegrino, called the meeting to order at 6:02 p.m. and read the Opening Statement.

1. Call to Order

Opening Statement: Pursuant to N.J.S.A. 10:4-10, notice of this meeting has been provided by publication in the Asbury Park Press, the Coast Star and posted in the Borough Hall of Manasquan and in the schools within the time limits prescribed by law.

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

2. Pledge of Allegiance

3. Roll Call

Donna Bossone

Eugene Cattani

Linda DiPalma

Mark Furey (Belmar) arrived 6:06

Heather Garrett-Muly – arrived 6:06

Terence Hoverter – absent

Joseph Loffredo – absent

Anne McGarry (SLH)

Thomas Pellegrino

Alfred Sorino

Tedd Vitale (Brielle) – arrived 6:34

Colin Warren

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Michael Gross, Board Attorney; Barbara Kerensky, Director of Curriculum and Instruction; Jesse Place, Director of Technology and Human Resources; Sandi Freeman, Recording Secretary; Christopher Driscoll and Maura Farragher, Student Board Representatives. Absent: Madison Dettlinger and Karly Grogan, 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.

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.

Mr. Pellegrino referred to an email inquiry he received today and reported that a personnel committee meeting was held prior to this evening's meeting where parameters were established for

Call to Order

Pledge of
Allegiance

Roll Call

Mission
Statement

Statement to
the Public

moving forward with the interview process for the band director's position. He said there will be no action taken until the July meeting.

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

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

Discussion: None

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (5) Mr. Furey, Mr. Hoverter, Mr. Loffredo, Mr. Vitale
MOTION CARRIED

Minutes

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Combined Committee of the Whole and Regular Public Meeting and Closed Executive Session of May 23, 2017. Executive Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed executive session no longer exists.

Mr. Pellegrino turned the floor over to the Student Board Representatives for their reports.

7. Student Board Representative Report

Maura Farragher reported that on June 2nd the senior trip was held at the Atlantic Club. This was the first time at this venue and it was a big hit with the students.

Christopher Driscoll reported that on June 9th the senior prom was held at the Waterview Pavilion and there was a great turnout. Student Council elections for the executive board and class representatives for the 2017-2018 school year were held last weeks and results were announced yesterday. The class of 2017 graduation will be held on Wednesday, June 21st on the Kubu Warrior Field.

Mr. Pellegrino asked for a motion to accept the Student Board Representative Report.

Motion was made by Mrs. Bossone, seconded by Mr. Cattani, to approve the Student Board Representative Report.

Discussion: None

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (4) Mr. Furey, Mr. Hoverter, Mr. Loffredo, Mr. Vitale
MOTION CARRIED

Student Board
Representative
Report

Mr. Pellegrino turned the floor over to Dr. Kasyan for the Presentations.

8. Presentations

Dr. Kasyan welcomed everyone to this evening's meeting and thanked the Board of Education for their child-centered attitude. Dr. Kasyan provided the criteria that is considered in the selection of the students of the month. He also read a poem that characterizes teachers. He complimented the entire staff at Manasquan and thanked them for their commitment to the children and the district. He introduced and congratulated the students and teachers of the month and presented them with certificates of appreciation and Wally Bucks.

Presentations

- **Elementary School Student of the Month for April** – Margaret Bisazza
- **Elks Elementary School Student of the Month for April** - Shane Dery
- **Elementary School Teacher of the Month for April** – Gina DeMattia
- **Elks Elementary School Student of the Month for May** - Emma Brown

Students &
Teachers of the
Month

- Elks Elementary School Student of the Month for June - Logan Ridge
- Elks High School Student of the Month for May - Sunny McKiever
- Elks High School Student of the Month for June – Riley Veazey

Dr. Kasyan continued with the recognition of students who participated in a statewide competition sponsored by ITANJ. He introduced Rosa Russo, the Italian teacher, and asked her to assist in presenting the students with certificates and Wally Bucks. Ms. Russo expressed her gratitude to Dr. Kasyan, Mr. Coppola, Mr. Kirk, Mrs. Graziano and Mrs. Kerensky for their continued support of the Italian program. She explained the projects presented by the students in the competition and complimented them on their accomplishments and dedication to Italian both inside and outside of the classroom.

- ITANJ Contest Winners
 - 1st Place – Barbara Borke and Joseph Brennan
 - 2nd Place – Joseph Battaglia, Daniel Hippe and Elsie Johnson

Dr. Kasyan introduced and congratulated Cassandra Seeley and presented her with a certificate and Wally Bucks.

- 2017 State Gymnastics Champion, Beam – Cassandra Seeley

Dr. Kasyan introduced and congratulated Darren Van Pelt and presented him with a certificate and Wally Bucks.

- 2017 NJ Young Playwright Award – Darren Van Pelt

Dr. Kasyan introduced and congratulated the students involved in the Makerfest STEAM Tank Challenge and showed a video of their projects. The students were presented with certificates and Wally Bucks. Dr. Kasyan thanked Mrs. Graziano, Mr. Kirk and the staff for their efforts with the STEM program.

- Makerfest STEAM Tank Challenge
 - 5th Grade Team, 1st Place Winners – Bridget Heim, Jason Larned, William Minervini, Julia Nowak
 - 6th Grade Team – Lillian Bryant, Chase Hearon, Kieran McMenaman

Dr. Kasyan congratulated the following retirees and presented them with a gift of appreciation for their service to the district.

- Retirees
 - Alan Abraham
 - Bernard Bigley
 - Wendy Bigley
 - Elise Boyes
 - Marianne Caci
 - Karen Crawley
 - Dina Elms
 - Patricia Fey

Dr. Kasyan introduced Mr. Robert Notley from New Road Construction Management. Mr. Notley provided the monthly update of the referendum project. A copy of his report will be included in the minutes.

- New Road Construction Project Update – Presented by Robert Notley

Dr. Kasyan concluded the presentation portion of the meeting.

Presentations

Students &
Teachers of the
Month

ITANJ Contest
Winners

2017 State
Gymnastic
Champion

2017 NJ Young
Playwright
Award

Makerfest
STEAM Tank
Challenge

2016-2017
Retirees

New Road
Construction
Project Update
R. Notley

Mr. Pellegrino continued with the discussion items for the June 13, 2017 agenda and turned the floor over to Dr. Kasyan.

9. Discussion Items June 13, 2017 Agenda

• **Education, Curriculum & Technology**

Dr. Kasyan reported on the summer program being instituted for enrichment and transition that was created by the Instructional Council. He turned the floor over to Mrs. Kerensky. Mrs. Kerensky said that Claire Kozic and Allyson Griffith were co-chairs of the instructional council. She provided details of the summer program and the courses that will be offered. Information will be provided on the website and through Honeywell and registration will run until July 5th. Dr. Kasyan said this program would not be in competition with the elementary school's PTO summer program.

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

• **Policy- Agenda Items***

Dr. Kasyan referred to policies for revisions and said that he has not made any changes to the options in these policies.

Policies for revisions*:

- P & R 1240 – Evaluation of Superintendent
- P & R 3126 – District Mentoring Program
- P & R 3221 – Evaluation of Teachers
- P & R 3222 – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- P & R 3223 – Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- P & R 3224 – Evaluation of Principals, Vice Principals, and Assistant Principals
- P & R 3240 – Professional Development for Teachers and School Leaders
- P & R 5610 – Suspension
- P 5620 – Expulsion
- P 8505 – Local Wellness Policy/Nutrient Standards for Meals and Other Foods
- P 8550 – Unpaid Meal Charges/Outstanding Food Service Charges

Dr. Kasyan said there will also be policies for first readings on the agenda.

Policies for 1st Reading*:

- P & R 7424 – Bed Bugs
- P 7461 – District Sustainability Policy

Dr. Kasyan referred to the policy for discussion regarding website accessibility and turned the floor over to Mr. Place to provide further information. Mr. Place explained that this policy speaks to the school district's website being accessible to individuals with disabilities. He has concerns with the policy being adopted at this time since it would put the district out of compliance with certain requirements, such as converting reports to be accessible to screen readers and videos would require closed-caption text. He recommends against it at this time.

Dr. Kasyan asked Mr. Place to provide an update on the strategic planning and updating of the district's websites. Mr. Place said this is a continued work in progress and he has met with the webmaster to work towards a leaner design that could be centrally managed. Mrs. DiPalma suggested having webmasters for each school. Dr. Kasyan said that this will have to be discussed during the next negotiation phase. Mrs. Garrett-Muly questioned whether the strategic planning committee's suggestions are realistic since they are not being addressed and she finds this frustrating. Dr. Kasyan said an update of the strategic planning committees will be presented at the

Discussion
Items

Education,
Curriculum &
Technology

Summer
Academy

Personnel
(Exec. Session)

Policies for
Revisions

Policies for 1st
Readings

Policy for
Discussion

July meeting. Mrs. Bossone questioned why the sports schedules are not provided on the website. Mr. Place explained the process used with the sports schedule through Schedule Star. Mr. Pellegrino said that the district's APP provides the most updated information.

Policy for Discussion

- P 1511 – Board of Education Website Accessibility

- **Finance – Agenda Items ***

- Reserve Deposits

Mrs. Coates referred to the agenda items relating to reserve deposits and explained that having an up to amount will provide flexibility in the determination of the actual amounts put into these accounts. She said that in order to deposit any funds into the reserve accounts this resolution must be approved in the month of June. Mrs. Garrett-Muly asked what would happen if there were extenuating circumstances that would require going over the \$150,000. Dr. Kasyan said that if this were to occur then we would have to get county approval. Mrs. Coates said that she did not anticipate a need for amounts over \$150,000.

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

- HS JV Softball field backstop

Mrs. Coates provided on OneNote an estimate and photo of the backstop in Virtual Handouts. She reported that the lowest estimate was received from Taylor Fence in the amount of \$4,385.00. Dr. Kasyan said that this backstop has been recommended to address the problem well and if we still have issues then we will look into the netting.

Mrs. Coates also provided a sample of the track surface that is being recommended for board approval on tonight's agenda.

10. Superintendent's Report & Information Items

- **Enrollment– Document A**

- Total Enrollment – 1,575
 - High School – 946
 - Elementary School – 629

Dr. Kasyan reported on the district enrollment, as specified in Document A.

- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Report, Suspensions & Tardy Reports– Document B**

Fire Drill Reports

- High School:
 - May 18th (Evacuation Drill)
 - May 4th (Fire Drill)
- Elementary School:
 - May 11th (Fire Drill)
 - May 19th (Lockdown)

Bus Evacuation Drill

- June 1, 2017 – Routes 6515, 6516, 6517, 6518, 6519 and 6520

Dr. Kasyan reported on the fire drill reports that have met the state mandates, the bus evacuation report that also met state mandate, suspensions and tardy reports, as specified in Document B.

- **HIB Monthly Report – Document C**

- High School:
 - Two Incidents – 2 Not HIB
- Elementary School:
 - Two Incidents – 2 Not HIB

Dr. Kasyan reported on the monthly HIB Report, as specified in Document C.

Policy for
Discussion

Finance
Reserve
Deposits

Buildings &
Grounds/
Facilities
H.S. JV Softball
field backstop

Track Surface
Sample

Superintendent
Report
Enrollment
Document A

Attendance,
Fire Drill and
Bus Evacuation
Reports
Document B

HIB Monthly
Report
Document C

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

Dr. Kasyan turned the floor over to Barbara Kerensky, Director of Curriculum and Instruction to focus on the International Baccalaureate. Dr. Kasyan said that if the board is to move in this direction we will need a three to five year plan and have funding committed to develop the programs at the intermediate school and high school, in addition to developing the staff so in three years when the construction is concluded the program can begin in the intermediate school and move into the high school.

Mrs. Kerensky explained that the framework established by the International Baccalaureate organization gives students the opportunity to approach education in a hands-on collaborated manner. She said it is a more global program that is more inter-disciplinary than the advance placement that is very content specific. She provided details on how the program is broken down into 6 to 8 different areas. Plans would be to start in the middle school in two years and then branch over to the high school. She explained the application process involved to be considered for candidacy in the program. There is an application fee of \$4,000 and an annual fee of \$9,500 as the district works towards being established and once established as an International Baccalaureate school the fee will be \$8,000 to \$10,000. The overall cost for the middle school would be \$23,000 for the year and for the high school \$24,000. The program prepares the students to think globally and inter-disciplinary. Mrs. Kerensky said the annual fee includes training.

Dr. Kasyan said that it is not uncommon for a student to have a year of college waived after completion of the program and it gives the student an opportunity to be recognized by the college and get to the interview process. Dr. Kasyan said that sending district students who do not have the IB program in their middle school can still get into the program in the high school by opting in. He will ask the board to make a decision in July or August.

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

Mr. Place provided his report earlier in the evening.

Recommend approval and acceptance of the Superintendent's Report.

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

Motion was made by Mrs. Bossone, seconded by Mr. Sorino, to approve and accept the Superintendent's Report.

Discussion: None

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mr. Loffredo

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

Director of
Curriculum &
Instruction
Report
B. Kerensky

International
Baccalaureate

Director of
Technology &
Human
Resources
J. Place

Approval of the
Superintendent
Report

Public Forum
on Agenda
Items

any specific or prospective or current employee. This public forum is limited to comment on items included in this agenda only.

Public Forum
on Agenda
Items

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

Mr. Pellegrino asked if there were any items requiring a separate vote in the Manasquan General Items #12 - #37. Seeing none, he asked for a motion to approve Items #12 - #37.

Manasquan
General Items
#12 - #37

Motion was made by Mrs. Garrett-Muly, seconded by Mr. Sorino, to approve Manasquan General Items #12 through #37.

Discussion: Mrs. Garrett-Muly referred to Item #34 and questioned the different amounts for the Wilson Training. Dr. Kasyan said that it is the level of training the specific teacher is at that determines the cost or if Title II funds were being applied towards the cost. Dr. Kasyan would look into this and get back to Mrs. Garrett-Muly.

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mr. Loffredo

MOTION CARRIED

MANASQUAN

General Items

12. Secretary's Report

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

Financial
Reports

The Business Administrator/Board Secretary certifies that as of **May 31, 2017** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Secretary's
Certification

Be it Resolved; that the amount of district taxes, including debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,783,332.00** 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 **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.

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, 2017 per Document D. (The Treasurer of School Moneys Report for the month of **May 2017** is on file in the Business Office and is in balance with the Secretary's Report).

Secretary's
Financial &
Investment
Report
Document D

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we the members of the Board of Education of the Borough of Manasquan, County of Monmouth, after having reviewed the Report of the Secretary and upon consultation with the appropriate officials, certify that as of **May 31, 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 May and June** as recommended by the Superintendent of Schools, as per **Document D**.

Budget
Certification
Document D

Recommend **acceptance** of the **Elementary School Central Funds Report** for the month ending **May 31, 2017** as per **Document E**.

Purchase Orders for the month of **June 2017 and July 2017** be approved, as per **Document F1 and F2**.

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

Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$768,711.15** for the month of **June, 2017** be approved. Record of checks (**#40381** through **#40435**), and distributions are on file in the Business Office.

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$0.00** for the month of **June, 2017** be approved. Record of checks (**#1029** through **#1029**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **May, 2017** at **\$2,354,729.36** and checks (**#40229** through **#40380**) and (**Capital Expense**) for **May, 2017** at **\$305,094.19** and checks (**#1013** through **#1028**).

13. Recommend approval of the following revised policies, as per **Document H**:

- P & R 1240 – Evaluation of Superintendent
- P & R 3126 – District Mentoring Program
- P & R 3221 – Evaluation of Teachers
- P & R 3222 – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- P & R 3223 – Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals
- P & R 3224 – Evaluation of Principals, Vice Principals, and Assistant Principals
- P & R 3240 – Professional Development for Teachers and School Leaders
- P & R 5610 – Suspension
- P 5620 – Expulsion
- P 8505 – Local Wellness Policy/Nutrient Standards for Meals and Other Foods
- P 8550 – Unpaid Meal Charges/Outstanding Food Service Charges

14. Recommend approval of the first reading of the following policies, as per **Document I**:

- P & R 7424 – Bed Bugs
- P 7461 – District Sustainability Policy

15. Recommend approval of the Broker Services Agreement with Brown & Brown Benefit Advisors, Inc., for the 2017-2018 school year, at a fixed flat commission fee of \$50,000, as per **Document J**. 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 was previously approved by the board at the January 4, 2017 Reorganization Meeting.

16. Recommend approval of the following Central Office Staff Member(s) to perform clerical responsibilities at Public Board of Education Meetings for the 2017-2018 school year at a stipend of \$30.00 per hour:

Sandi Freeman

Alternates: JoAnn Dietrick and Tara Hudson

*E.S. Central
Funds Report
Document E*

*Purchase
Orders
Document F1
& F2*

*Cafeteria
Report
Document G*

*Bills
Current
Expense*

*Bills
Capital
Expense*

*Confirmation
of Current
Expense and
Capital
Expense Bills*

*Revised Policies
Document H*

*1st Reading
Policies
Document I*

*Brown &
Brown Benefit
Advisors, Inc.
Broker Services
Agreement
Document J*

*Clerical
Responsibilities
2017-18*

- | | |
|--|---|
| <p>17. Resolution: To determine that there exists a need for Extraordinary Unspecifiable Professional Services of a Cooperative Bidding Services and a Fire Alarm Systems Maintenance/Repair/Inspection and Monitoring 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 2017-2018 school year:</p> <ul style="list-style-type: none"> • Educational Data Services, Inc., to provide cooperative bidding services, at the annual rate of \$7,190.00 • Systems Electronics, Inc., to provide maintenance and repair work and inspection and monitoring fire alarm systems for the 2017-2018 school year, in the amount of \$6,610.00. | <p><i>Extraordinary Unspecifiable Professional Services</i></p> <p><i>Ed-Data</i></p> <p><i>Systems Electronics, Inc.</i></p> |
| <p>18. Recommend approval for the Manasquan Board of Education to deposit current year surplus in Capital Reserve at year end not to exceed \$150,000.</p> | <p><i>Capital Reserve Deposit</i></p> |
| <p>19. Recommend approval for the Manasquan Board of Education to deposit current year surplus in Tuition Reserve at year end not to exceed \$150,000.</p> | <p><i>Tuition Reserve Deposit</i></p> |
| <p>20. Recommend approval for the Manasquan Board of Education to deposit current year surplus in Maintenance Reserve at year end not to exceed \$150,000.</p> | <p><i>Maintenance Reserve Deposit</i></p> |
| <p>21. Recommend approval for the Manasquan Board of Education to deposit current year surplus in Emergency Reserve at year end not to exceed \$150,000.</p> | <p><i>Emergency Reserve Deposit</i></p> |
| <p>22. Recommend authorization for the School Business Administrator/District and School Administration to apply for grants through the Sustainable Jersey for Schools Grant Program as they arise.</p> | <p><i>Sustainable Jersey for School Grants</i></p> |
| <p>23. Recommend authorization for the School Business Administrator to execute contracts for the 2017-2018 school year as follows, as per <u>Documents K(1) and K(2).</u></p> <ul style="list-style-type: none"> • Horizon Blue Cross Blue Shield of New Jersey <ul style="list-style-type: none"> ○ Medical, Prescription and Dental Plans • School Alliance Insurance Fund (SAIF) <ul style="list-style-type: none"> ○ Commercial Package and Errors & Omissions • New Jersey Schools Insurance Group (NJSIG) <ul style="list-style-type: none"> ○ Workers Compensation and Excess Workers Compensation • Selective <ul style="list-style-type: none"> ○ Bonds <p>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. Proposals are on file in the office of the Business Administrator.</p> | <p><i>2017-2018 Health Benefits and Insurance Contracts</i></p> |
| <p>24. Recommend the approval of the agreement with NJSIG for participation in the joint insurance funds to provide insurance coverage and risk management services for its members for a three year period beginning July 1, 2017 through July 1, 2020, as per <u>Document L.</u></p> | <p><i>NJSIG Joint Insurance Fund Document L</i></p> |
| <p>25. Recommend approval to submit the 2016-2017 Application for Extraordinary Aid in the amount of \$198,981.00.</p> | <p><i>2016-17 Extraordinary Aid Application</i></p> |
| <p>26. Recommend approval of the following student as “Tuition Free Students of Staff Members” in accordance with the MEA/MBOE Negotiated Agreement for the 2017-2018 school year:</p> <ul style="list-style-type: none"> • Student ID# 272551 – continuation of placement in the 1st grade | <p><i>2017-18 Tuition Free Students</i></p> |

27. **Recommend** approval of the continuation of placement of the following parent-paid tuition students in the Manasquan Preschool P.M. program for the 2017-2018 school year, at the yearly tuition rate of \$1,607 per student:
- Student ID# 313214 and Student ID# 313212
28. **Recommend** approval of special education student # 203543 from West Long Branch at a tuition rate of \$14,458.00 to be paid for by the school district with additional billing for ICR services once the figures are calculated after the school year ends in June 2018.
29. **Recommend** approval of special education student #302890 from Spring Lake Heights to participate in the district special education extended school year preschool program at a tuition rate of \$464.
30. **Recommend** approval of special education student # 313176 from Spring Lake Heights to participate in the district special education extended school year preschool program at a tuition rate of \$464.
31. **Recommend** approval of special education student # 292579 from Spring Lake Heights to participate in the district special education extended school year preschool program at a tuition rate of \$464.
32. **Recommend** approval of special education student # 020808 from Sea Girt to participate in the district special education extended school year Grade 3-5 program at a tuition rate of \$473 and a 1:1 paraprofessional rate of \$1,026 for a total of \$1,499.
33. **Recommend** approval to authorize the School Business Administrator to execute contracts with the following vendor for work as outlined below. Contracts to be reviewed by the board solicitor prior to execution by the School Business Administrator.

Vendor	Work to be performed/purchased	Estimated Contract Amount	Consortium # if applicable:
TRANE	Mechanical System Repairs - \$108,137 Tracer SC Upgrade (System Controls) - \$213,088 Service Agreement - \$30,950 Building Advantage (BAS) Agreement - \$15,840	\$368,015	U.S. Communities – Govt. Purchasing Alliance – Contract #15-JLP-023

Professional Days

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

Date	Name	Destination	Purpose	Sub	Cost
2017-2018 SY	Kali Mura	Manasquan Elementary School	Wilson Level I Training	No	Registration - \$610 Title II Funds
2017-2018 SY	Carmen Rodriguez	Manasquan Elementary School	Wilson Level II Training	No	Registration - \$2,150 Title II Funds

2017-18 Parent Paid Tuition Student – MES Preschool

Received Special Ed Student – West Long Branch

Preschool ESY Program – SLH Tuition Student

Preschool ESY Program – SLH Tuition Student

Preschool ESY Program – SLH Tuition Student

ESY – Grade 3-5 Program – Sea Girt Tuition Student

TRANE Contract E.S. HVAC System

E.S. Professional Days

July 26,27,28, 2017	Kindle Kuriscak Carmen Rodriguez	Saddle Brook	WRS Level II Workshop	No	Mileage-\$20.80 Registration - \$589 each Title II Funds
2017-2018 SY	Alyse Leybovich	Manasquan Elementary School	Wilson Level I Training	No	Registration - \$1,950 Title II Funds
2017-2018 SY	Kali Mura	Manasquan Elementary School	Wilson Level I Training	No	Registration - \$1,950 Title II Funds
2017-2018 SY	Brianna Snel	Manasquan Elementary School	Wilson Level I Training	No	Registration - \$1,950 Title II Funds
2017-2018 SY	Brianna Snel	Manasquan Elementary School	Wilson Level I Training	No	Registration - \$610 Title II Funds
2017-2018 SY	Cheryl Femenella	Manasquan Elementary School	Wilson Level I Training	No	Registration - \$2,560 Title II Funds

*E.S.
Professional
Days*

Student Action

Field Trips

35. **Recommend** approval of the field trips listed below: **None at this time**

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

Placement of Students on Home Instruction

36. **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

37. **Recommend** approval of the 2017-2018 External Placement list and 2017-2018 ESY Placement list that reflects tuition costs (Transportation costs to be determined once routes are established), as per **Document M**.

*Out of District
Placements
Document M*

Mr. Pellegrino asked if there were any items requiring a separate vote in the Manasquan/Sending District General Items #38 - #46. Seeing none, he asked for a motion to approve Items #38 - #46.

Motion was made by Mrs. Garrett-Muly, seconded by Mr. Cattani, to approve Manasquan/Sending District General Items #38 through #46.

Discussion: Mrs. Bossone questions what was being done with the media center furniture. Dr. Kasyan said that the furniture would be put up for a public sale and after the sale it would be offered to the Elks and staff members. Mrs. Coates said that Document 1 lists the items being put up for sale on June 17th.

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mr. Loffredo

MOTION CARRIED

*Manasquan/
Sending
District Items
#38 - #46*

MANASQUAN/SENDING DISTRICTS

General Items

38. **Recommend** approval of the following Requests for Obsolete Equipment Disposal, as per **Document 1**:

- High School Media Center Furniture
- 45 High School AP Biology Textbooks

*Obsolete
Equipment
Document 1*

39. **Recommend** approval of the professional service appointment of Ford-Scott & Associates, LLC, Certified Public Accountants, for the purpose of conducting an audit of the Central Fund Accounts for the years 2010-2011 through 2016-2017, in an amount not to exceed \$21,500, as per **Document 2**.
40. **Recommend** approval of the purchase of a backstop for the high school JV softball field, from Taylor Fence Company, Inc., in the amount of \$4,385.00.
41. **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 2017-2018 school year. (Chapter 172, Laws 1979-N.J.S.A. 18A:11-3, et. seq.)
42. **Recommend** approval to authorize the School Business Administrator to execute contracts with the following vendors for work as outlined below. Contracts to be reviewed by the board solicitor prior to execution by the School Business Administrator.

Ford-Scott & Associates – Central Fund Account Audit

H.S. JV Softball Field Backstop

NJSIAA Membership

Authorization of Contracts

Vendor	Work to be performed/purchased	Estimated Contract Amount	Consortium # if applicable:
JSI	H.S. Media Center Furniture	\$ 75,964.34 including installation	NJ State Contact #A81718
DeMoulin Bros. & Co.	H.S. Band Uniforms	\$ 47,976.20	TCPN Contract #140801
Robert Miller Flooring Co.	H.S. Track Resurfacing	\$141,680.00	TCPN Contract #R5224
Manasquan Lighting	H.S. Media Center LED Lights	\$ 12,852.30	Quotes Obtained
Feigus Office Furniture	Retrofit Room 570 – Emergency Shower Fume Hood Instructor's Desk	\$ 21,870.00	Quotes Obtained

*JSI
H.S. Media Furniture*

DeMoulin Bros. & Co. – H.S. Band Uniforms

*Robert Miller Flooring Co.
H.S. Track Resurfacing*

Manasquan Lighting – H.S. Media Center LED Lights

Feigus Office Furniture – Shower Fume Hood

Professional Days

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

H.S. Professional Days

Date	Name	Destination	Purpose	Sub	Cost
June 14-20, 2017	Margaret Polak	California	Surf Team Competition	No	Airfare - \$980.40
August 7-10, 2017	Thomas Glenn	Ocean County College	AP Chemistry Conference	No	Mileage - \$21.12 Registration - \$999.00
July 31-August 3, 2017	Eric Wasnesky	Middlesex County College	AP Summer Institute	No	Mileage - \$94.98 Registration - \$900.00
August 7-10, 2017	Scott Savaiano	New Brunswick	Language and Culture Workshop	No	Registration - \$1025.00

Student Action

Field Trips

44. **Recommend** approval of the field trips listed below: **None at this time**

H.S. Field Trips
(no report)

Placement of Students on Home Instruction

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

#203070

Grade 9

June 12, 2017 - June 20, 2017 (Suspension)

H.S. Home
Instruction

Financials

46. **Recommend** acceptance of the following **High School Central Funds Report** for the month ending **May 31, 2017 as per Document 3.**

H.S. Central
Funds Report
Document 3

Mr. Pellegrino asked if there was any Old or New Business to come before the board. Seeing none he opened the second public forum.

Old Business
New Business
(no report)

47. **Old Business/New Business**

Mr. Pellegrino opened the second public forum. Seeing none, he closed the public forum.

48. **Public Forum**

Mr. Pellegrino asked for a motion to enter into executive session and read the following statement.

Motion was made by Mr. Sorino, seconded by Mrs. Bossone, and approved by voice vote of all those present in favor to enter into executive session at 7:20 p.m. **MOTION CARRIED**

49. **Executive Session**

Executive
Session

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

WHEREAS, it is recommended by the Superintendent that the Manasquan Board of Education go into Executive Session on this date in Manasquan, New Jersey, to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, the length of the Executive Session is estimated to be 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:

- _____ 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
- X 8. Personnel Matters (Hiring, Leave of Absence, Resignation, Superintendent’s Evaluation)
- _____ 9. Imposition of Penalties Upon an Individual

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

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

Motion was made by Mr. Furey, seconded by Mrs. DiPalma, and approved by voice vote of all those present in favor to reconvene the meeting at 8:33 p.m.

Mr. Pellegrino asked for a motion to approve Manasquan Item #50.

Motion was made by Mrs. DiPalma, seconded by Mr. Sorino, to approve Manasquan Item #50 – Elementary School Personnel, as specified in Document N.

Discussion: None

Roll Call Vote: Ayes (7); Nays (0); Abstain (0); Absent (2) Mr. Hoverter, Mr. Loffredo

MOTION CARRIED

MANASQUAN

Personnel

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

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Item #51.

Motion was made by Mr. Furey, seconded by Mrs. McGarry, to approve Manasquan/Sending District Item #51 – High School Personnel, as specified in Document 4.

Discussion: Mr. Furey asked when the "TBD's" related to the process are to be closed up. Dr. Kasyan said at the next committee of the whole meeting.

Roll Call Vote: Ayes (10); Nays (0); Abstain (1) Mrs. Garrett-Muly on Michaela Read, Elizabeth Walling and James Freda only; Absent (2) Mr. Hoverter, Mr. Loffredo

MOTION CARRIED

MANASQUAN/SENDING DISTRICTS

Personnel

51. Recommend approval of the High School personnel as per **Document 4.**

Mr. Pellegrino asked for a motion to adjourn.

Motion was made by Mrs. McGarry, seconded by Mr. Sorino, and approved by voice vote of all those present to adjourn the meeting at 8:35 p.m.

MOTION CARRIED

52. Adjournment

Motion to Adjourn

Respectfully submitted,



Lynn Coates
Board Secretary

Executive
Session

Motion to
Reconvene

Manasquan
Item #50

E.S. Personnel
Document N

Manasquan/
Sending
District Item
#51

H.S. Personnel
Document 4

Motion to
Adjourn