

BOARD OF EDUCATION
Borough of Manasquan

The Regular Public Meeting of the Manasquan Board of Education was held in the Manasquan High School Charles Raffetto Media Center, 167 Broad Street, Manasquan, New Jersey on Tuesday, September 25, 2018.

The Board President, Mr. Pellegrino called the meeting to order at 6:04 p.m. and read the Opening Statement.

1. Call to Order

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

Call to Order

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

2. Pledge of Allegiance

Pledge of Allegiance

3. Roll Call

Bruce Bolderman
Donna Bossone
Eugene Cattani
Linda DiPalma

Mark Furey (Belmar)
Terence Hoverter- absent
Joseph Loffredo- absent
Anne McGarry (SLH)

Thomas Pellegrino
Alfred Sorino - absent
Stephen LaValva (Brielle)
Colin Warren

Roll Call

**Brielle Board of Education Board Representatives Tedd Vitale and Joseph Milancewich were not in attendance.*

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Michael Gross, Board Attorney; Lesley Kenney, Director of School Counseling Services; Barbara Kerensky, Director of Curriculum and Instruction; Jesse Place, Director of Technology and Human Resources; Sandi Freeman, Recording Secretary; Mary Mills, Student Board Representative. Absent: Finn Cuzzo, Kennedy Miller and Casey Campbell, Student Board Representatives.

Quorum Reached

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 asked for a motion to approve and accept the minutes in Item #6.

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

Discussion: None

Roll Call Vote: Ayes (8); Nays (0); Abstain (1) Mr. Warren; Absent (3) Mr. Hoverter, Mr. Loffredo, Mr. Sorino
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 August 14, 2018. 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 welcomed Mary Mills and asked Mrs. Coates to administer the Oath of Office to Ms. Mills. Mrs. Coates congratulated Ms. Mills.

Mr. Pellegrino asked Ms. Mills to present her report.

7. Student Board Representative Report

• **Oath of Office**

- **Finn Cuozzo**
- **Kennedy Miller**
- **Mary Mills**
- **Casey Campbell**

Student Board Representative Oath of Office and Report

Ms. Mills said that the focus of the student council this summer was the freshman orientation, teacher orientation and teachers' back to school. She reported that the freshman orientation went very well. The teachers felt welcomed during the teacher orientation program. She said a game show was set up for the teachers during teachers' back to school that was well received and provided laughs. Currently the student council is working on freshman elections. Mr. Pellegrino thanked her for her report and asked for a motion to accept the Student Representative Report.

Motion was made by Mrs. DiPalma, seconded by Mrs. Bossone, to accept the Student Board Representative Report.

Discussion: None

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mr. Hoverter, Mr. Loffredo, Mr. Sorino
MOTION CARRIED

Mr. Pellegrino continued with the Presentations and welcomed Mr. Robert Notley for a project update.

Presentations

8. Presentations

• **New Road Construction Project Update – Presented by Robert Notley**

Mr. Notley thanked Mr. McDermott for filling in for him last month. He reviewed the overall referendum budget and program schedule. He reported on the projects that are now complete and said that the high school addition and renovations is moving along with a projection of around three more months of active construction plus one month of close out. The elementary school site work has a couple more weeks of work with sod installation to begin towards the end of the month. He explained the new surface on the elementary school parking lot being a more conventional surface and should be more durable than the pervious paving that was replaced. He reviewed the elementary school media center renovations that was completed the first week of September with a few punch list items remaining. He reported that the alternative education building renovations are complete and the building is now occupied for the new school year. Mr. Notley provided an update on the high school renovations and additions and reported that the project is moving along very well and is currently

New Road Construction Project Update Robert Notley

70% complete. He reported on change management and to date there have been three change orders totally \$118,281.14, that is 1.7% of the original contract value. His report included progress photos of the high school renovations and additions. Mr. Notley said that New Road Construction Management is on-site full time and conducts bi-weekly construction meetings with Kappa and Your Way Construction. He is also working on the closing out contracts with CM-3 for the elementary school access controls and Shorelands for the high school alternative education building renovations. A copy of his report will be included in the formal minutes.

New Road
Construction
Project Update
Robert Notley

Dr. Kasyan asked if the elementary school media center was opened. Mr. Notley said that he sees no reason why the media center would not be opened at this time. Mr. Kirk said that the Stem Lab is not opened at this time awaiting two pieces of furniture.

Mrs. DiPalma said she noticed that a lot of lights were being kept on during the night in the high school aside from the construction area. Dr. Kasyan will ask the energy specialist for an update. Mrs. Coates said a report was made in June but she would have this looked into. Dr. Kasyan thanked Mr. Notley for his report.

Mr. Pellegrino read the following resolution designating October 1st through October 31st as “School Violence Awareness Week/Red Ribbon Weeks.”

9. Superintendent’s Report & Information Items

Recommend approval of the following resolution to designate October 15th through October 31st as “School Violence Awareness Week/Red Ribbon Weeks”

Supt.’s Report

“School
Violence
Awareness
Week/Red
Ribbon Weeks”
Resolution

WHEREAS, the Manasquan Board of Education values the health and safety of all of our students, and;

WHEREAS, substance abuse is particularly damaging to one of our most valuable resources, our children, and a contributing factor in the three leading causes of death for teenagers – accidents, homicides, and suicides, and;

WHEREAS, it is the goal of School Violence Awareness Week/Red Ribbon Weeks and the Manasquan School District to involve families, schools, businesses, churches, law enforcement agencies and service organizations in all aspects of this campaign and establishes an atmosphere that supports awareness, education and on-going initiatives to prevent illegal drug and alcohol use, and;

WHEREAS, the School Violence Awareness Week/Red Ribbon Weeks Campaign theme promotes family and individual responsibilities for living healthy, drug-free lifestyles, without illegal drugs and alcohol or the illegal use of drugs and alcohol, and;

WHEREAS, the Manasquan School District shall plan activities in conjunction with Red Ribbon Week Campaign which supports awareness, education and promoting a healthy lifestyle for the students and families of the Manasquan School District.

NOW, THEREFORE, BE IT RESOLVED, that Manasquan Board of Education does hereby proclaim October 23rd to 31st 2018 as “Red Ribbon Week.”

- **School Violence Awareness Week** – Since 2003, schools and districts have been observing School Violence Awareness Week during the week beginning with the third Monday in October, which is October 15-19, 2018, as required by N.J.S.A.

18A:36-5.1. To help school districts, charter schools and approved private schools for students with disabilities comply with the requirements for School Violence Awareness Week, the New Jersey Department of Education (NJDOE) has provided guidance that is available online at:

<http://www.nj.gov/education/students/safety/sandp/climate>

- **Week of Respect** – Additionally, the *Anti-Bullying Bill of Rights Act (P.L.2010, c122)* requires that the week beginning with the first Monday in October (October 1-5 in 2018) of each year be designated as a “Week of Respect” in New Jersey. School districts and charter schools (but not approved private schools for students with disabilities), in order to recognize the importance of character education, are required to observe the week by providing age-appropriate instruction focusing on preventing harassment, intimidation or bullying (HIB). Several resources were provided by the New Jersey Department of Education (NJDOE).

“School
Violence
Awareness
Week/Red
Ribbon Weeks”
Resolution and
Board Approval

Mr. Pellegrino asked for a motion to approve the “School Violence Awareness Week/Red Ribbon Weeks resolution.

Motion was made by Mrs. Bossone, seconded by Mrs. DiPalma, to approve the “School Violence Awareness Week/Red Ribbon Weeks Resolution.

Discussion: None

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mr. Hoverter, Mr. Loffredo, Mr. Sorino

MOTION CARRIED

Mr. Pellegrino turned the floor over to Dr. Kasyan for the remainder of the Superintendent’s Report.

Dr. Kasyan said that the reporting and approval of the above resolution satisfies requirements by the New Jersey Department of Education and allows the district to score our self-assessment from July 1, 2017 to July 30, 2018. The Manasquan School District received a score of 73 out of a 78 in regards to the core elements described by the New Jersey Department of Education regarding harassment, intimidation and bullying.

Dr. Kasyan spoke on the new schedule at the high school and the single lunch. He said there were some problems during the first weeks with the initial development. He met with students and teachers and has been told that the students like that there is a different schedule every day with the rotation of classes; however, he has received a complaint that there is a good amount of homework. He asked Mary Mills, as the student representative, for her opinion. Ms. Mills said that some students have complained that they are having a number of tests during the course of one day. She said that because there are more classes in the day in comparison to only four last year it is resulting in more homework and it is hard to keep up especially with the tests. She feels some of the assignments given for homework can be done in class. She personally likes the shorter class time. Dr. Kasyan said that he is working towards having the staff be more collaborative with each other in order to be more aware of when tests are given. Dr. Kasyan said that he is working along with the staff to limit the testing to no more than three in the same day and keeping a time limit of two hours per night for homework.

High School
Schedule
Update

Dr. Kasyan said another thing he wanted was a food truck to work with the new schedule. The truck would cost \$40,000 and our food service management company recommended that it would be better if funds be put into making another service line in the cafeteria instead of the food truck. Dr. Kasyan said he argued for the food truck on a temporary basis but he admits that he was wrong and the extra line in the cafeteria is working in a positive way.

Mrs. Bossone asked Ms. Mills if the extra minute of passing time is working well for the students. She said that it is beneficial and working out well. Dr. Kasyan thanked Ms. Mills for her attendance and report.

Dr. Kasyan continued his report by focusing on the Manasquan Board of Education Goals for 2018-2019 that were discussed at the last meeting. He asked if there were any questions from the board on the goals. He would also have the Superintendent's goals for the board to review on Friday in the board update. There were no questions from the board on the goals and thanked them for being in agreement.

Manasquan Board of Education Goals 2018-2019

- **Goal 1:**
The Manasquan Board of Education will develop a committee to critically analyze and identify the achievements of the Strategic Plan that was created in 2014. The new Strategic Planning Committee will be established with identifiable goals.

- **Goal 2:**
The Board of Education will focus on the creation of a Facilities Action Plan. The Superintendent and the Business Administrator will present to the board a Capital Improvement look ahead of three years identifying Capital Improvement projects that need to be accomplished. The Board of Education will receive with this plan a maintenance plan to ensure that the infrastructure created through the referendum funds will be maintained.

- **Goal 3:**
The Board of Education will focus on the identification and needs assessment of the Special Education program. Through this needs assessment, programmatic development will be identified to engage the Special Education population in the new programs and curriculum.

Dr. Kasyan reported that an Ad Hoc Committee has been formed to focus on the field usage policy. He thanked those that volunteered and explained that members who have not yet served on a committee were selected by the board president.

- **Ad Hoc Committee**
Committee Members:
Bruce Bolderman
Joseph Loffredo
Thomas Pellegrino
Tedd Vitale
Colin Warren

Dr. Kasyan continued with the Enrollment Report, as specified in Document A.

- **Enrollment– Document A**
 - **Total Enrollment as of September 14th – 1,521**
 - **High School – 977**
 - **Elementary School – 544**

Dr. Kasyan reported that bus evacuation drills were conducted on September 7th with successful results, as specified in Document B.

- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Report, Suspensions & Tardy Reports– Document B**
 - **Bus Evacuations, September 7, 2018 –**
Routes: 7518, 7519, 7520, 7521, 7522, 7523, 7524 and 8500

Supt.'s Report
(continued)

Board of
Education
Goals
2018-2019

Ad Hoc
Committee –
Field Usage
Policy Review

Enrollment
Document A

Bus Evacuation
Drill
Document B

Dr. Kasyan referred to the HIB Monthly Report, as specified in Document C-1.

- **HIB Monthly Report – Document C-1**
- **HIB New Jersey Department of Education School Self-Assessment Report – Document C-2**
- **Field Update**

Dr. Kasyan said that a field meeting was held today and a schedule was presented that outlined the substantial completion date of October 31st with some punch list items that will need to be addressed that will not preclude us of utilizing the field.. Mrs. Coates said the schedule is provided for the board this evening as a virtual handout on Canvas. The anticipated date for punch list items completion is November 19th and the contractor projects that weather permitting they will be working on Saturdays in order to meet the substantial completion date. She has also included a letter from Mr. Perello under virtual handouts that outlines the revised schedule. The next meeting with the contractor and Mr. Perello is scheduled for October 9th and a tentative date for the ribbon cutting is December 3rd around 3:30 p.m. Dr. Kasyan said invitations would be sent out and asked the board to let him know of anyone they would like to invite. Mrs. Coates referred to the credit change order relating to the culvert previously discussed at the last meeting and said that as of this afternoon she did not have the amount to provide at this time. Mrs. Coates said that the contractor will make every effort to meet the completion date weather permitting.

Dr. Kasyan reported that there was a 2-week delay in laying out the sod at the elementary school field project and the weather has been a concern as well and hopefully this will take place this coming Friday.

Dr. Kasyan turned the floor over to Mrs. Kerensky, the Director of Curriculum and Instruction.

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

Mrs. Kerensky said that a Professional Development Day is scheduled for October 8th and she did not have anything additional to report aside from last week.

Dr. Kasyan turned the floor over to Mr. Place, the Director of Technology and Human Resources.

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

Mr. Place did not have any additional report aside from what was reported last week.

Dr. Kasyan turned the floor over to Mrs. Kenney, Director of School Counseling Services.

- **Report of the Director of School Counseling Services**

Mrs. Kenney followed up on Red Ribbon Week and reported that there are currently 80 students signed up for the Be Proud program. She said a meeting was held with Dr. Kasyan and Ms. Busco, the Student Assistance Coordinator, to review the specifics of the program. It was decided that the program would be split into two different parts. The Be Proud Program is the voluntary random drug testing program that involves a commitment made by the student to be drug free though a signed contract by the parent and the student. She said participation is completely confidential along with any testing results. One step further is being taken with the Be Proud Alliance that serves more as a club program. Students can participate in the alliance without signing the Be Proud Program paperwork. The club will promote health and wellness of the student community though the areas of reduction of alcohol, tobacco and other drug use utilizing public awareness, activities, education and a collaboration with the Shore Community Alliance. The goal of the club is to inspire, empower and education teens in making healthy decisions. She said this provides the students with an opportunity to be a part of the Be Proud program without signing up for the random drug testing.

Supt.'s Report
(continued)

HIB Report
Document C-1
& C-2

Lower Field
Project Update

Report of the
Director of
Curriculum &
Instruction
Mrs. Kerensky

Report of the
Director of
Technology &
Human
Resources
Mr. Place

Report of the
Director of
School
Counseling
Services
Mrs. Kenney

Dr. Kasyan thanked the directors for their reports and concluded his report.

Supt.'s Report
(continued)

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

Motion was made by Mr. Bolderman, seconded by Mr. Warren, to approve and accept the Superintendent's Report.

Acceptance of
the Supt's
Report

Discussion: None

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mr. Hoverter, Mr. Loffredo, Mr. Sorino

MOTION CARRIED

Recommend approval and acceptance of the Superintendent's Report.

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

Public Forum
on Agenda
Items

10. 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 participation by the public.

Mr. Pellegrino referred to Manasquan General Items #11 through #30 and asked if there were any items needing a separate vote. Seeing none he asked for a motion to approve Items #11 through #30.

Manasquan
General Items
#11 - #30

Motion was made by Mrs. Bossone, seconded by Mr. Bolderman, to approve Manasquan General Items #11 through #30.

Discussion: None

Roll Call Vote: Ayes (6); Nays (0); Abstain (0); Absent (3) Mr. Hoverter, Mr. Loffredo, Mr. Sorino

MOTION CARRIED

MANASQUAN

General Items

- 11. Recommend approval of the 2018-2019 Joint Transportation Agreement with Wall Township Board of Education for the following routes:**

Wall Intermediate School – one (1) student	\$329.00/year
Ocean Academy – one (1) student	\$16,000.00/year

2018-19 Joint
Transportation
Agreement
Wall BOE

- 12. Recommend approval of the 2018-2019 Joint Transportation Agreement with Point Pleasant Board of Education for the follow route:**

Route PPB#2 – Harbor School – one (1) student \$23,040/year

2018-19 Joint
Transportation
Agreement
Point Pleasant
Beach BOE

- 13. Recommend approval and acceptance of the following Parent-Paid Tuition Students for the 2018-19, at the annual tuition rate of \$1,100:**

Integrated Preschool – 3 year old program – State ID# (*not yet assigned*)

Parent-Paid
Tuition Student
Pre-School

14. **Recommend** approval of the continuation of placement of the following Parent-Paid Tuition Students for the 2018-19, at the annual tuition rate of \$7,000:
Manasquan Elementary School – Grade 4 - State ID# 1453932798
15. **Recommend** approval and acceptance of the following Parent-Paid Tuition Students for the 2018-19 school year, at the annual tuition rate of \$7,000:
Manasquan Elementary School – Grade 2 - State ID# 8865949180
16. **Recommend** approval to **rescind** the acceptance of the following Parent-Paid Tuition Students for the 2018-19 school year:
Integrated Preschool 3-year old program – Student ID #334023
Integrated Preschool 3-year old program – Student ID #334024
17. **Recommend** approval of the following pay application (*pending attorney review*):
 - Pay Application #2 from Your Way Construction, for Site Improvements at Manasquan Elementary School, in the amount of \$321,936.57.
 - Pay Application #2 from CM3, for Access Control System at Manasquan Elementary School, in the amount of \$12,967.50.
 - Pay Application #3 from CM3, for Access Control System at Manasquan Elementary School, in the amount of \$21,506.10.
18. **Recommend** approval of Nilda Collazzo to complete a bi-lingual speech and language evaluation for student # 333948 at the rate of \$575.00.
19. **Recommend** approval of the creation of a central fund account for the Kindergarten Class of 2027.
20. **Recommend** approval of the acceptance of a donation in the amount of \$1,800.00 from the Manasquan Elementary School PTO to be used towards the purchase of scoreboards.
21. **Recommend** approval of the use of ESEA Grant Title IV, Part A funds to cover one hundred percent of a one-year license contract for Actively Learn online learning platform in the amount of \$2,400. As per Title IV, Part A specifications, this platform "provides educators with the necessary professional learning tools, devices, content, and resources."
22. **Recommend** approval of the use of ESEA Grant Title II, Part A funds to cover one hundred percent of the contract for New Jersey Teacher 2 Teacher "Effective Math Instruction for PARCC Achievement" Professional Development for the 2018-2019 school year totaling \$1,700.
23. **Recommend** approval of the use of ESEA Grant Title II, Part A funds to cover one hundred percent of the contract for BDO Consulting's Coordinated Professional Development for the 2018-2019 school year totaling \$7,800. (pending attorney review)
24. **Recommend** approval Accurate Language Services to provide 15 hour of translation in Mandarin for special education student # 1320321502 at a rate of \$115.00 per hours, not to exceed \$1725.00 for the 18-19 school year commencing in July 2018.
25. **Recommend** approval of Barbara O'Boyle to provide physical therapy services not to exceed 8 hours per week for the 18-19 school year at a rate of \$90.00 per hour, not to exceed \$21,555.00.

*Parent-Paid
Tuition Student
Continuation of
Placement Gr.4*

*Parent-Paid
Tuition Student
– Grade 2*

*Parent-Paid
Tuition
Students –
Rescind of
Acceptance*

*Pay App. #2 –
Your Way
Construction*

*Pay App. #2 –
CM3*

*Pay App. #3 –
CM#*

*N. Collazzo –
Speech
Evaluation*

*Kindergarten
Class of 2027 –
C.F. Account*

*MES PTO
Donation for
Scoreboards*

*ESEA Grant
Title IV, Part A
funds for
Actively Learn*

*ESEA Grant
Title II, Part A
funds for
Effective Math
Instruction for
PARCC
Achievement*

*ESEA Grant
Title II, Part A
for DBO
Consulting*

*Accurate
Language
Services*

*B. O'Boyle –
P.T. Services*

Professional Days

E.S.
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>
2018-2019 SY	Pamela Kelly	Online	Wilson Academy online certification	No	Registration - \$1850.00
2018-2019 SY	Suzanne Deegan Kimberly Murin Deborah Kehoe Meghan Dullea	Online	Wilson Academy online training	No	\$2,622.68 Each IDEA Grant Funds
October 24, 2018	Laura Wahl	Atlantic Highlands	Yearbook Software Training	Yes	Mileage - \$7.75 Registration - \$10.00
October 24, 2018	Teresa Reichey	Atlantic Highlands	Yearbook Software Training	Yes	Registration - \$10.00
September 21, 2018	Christin Walsh	Somerset	IDA's Fall Conference on Dyslexia	No	None
October 18, 2018	Justin Roach	New York City	SmartBrief STEM Summit	No	None
February 28, 2019 March 26, 2019	Heather Saake Marissa Melillo	Mercerville	Tools of the Mind Curriculum Enhancement Workshop	Yes – 2	Mileage - \$49.60 each Registration - \$900 each
September 21, 2018	Pamela Kelly	Somerset	Dyslexia Workshop	Yes – 1	Mileage - \$15.07 Registration - \$235.00
October 18, 2018	Kelly Balon	Atlantic City	Autism NJ Annual Conference	No	Mileage - \$43.56 Parking - \$20.00
2018-2019 SY	Nancy Sanders	Monmouth County / Various Locations	Monmouth County SACs	No	None
2018-2019 SY	Nancy Sanders	Freehold	Traumatic Loss Coalition Monthly Meetings	No	Mileage-10.85 Each meeting
October 16, 2018	Margaret Polak Patricia Gallant	Trenton	SEMI Meeting	No	Mileage - \$25.54

Student Action
Field Trips

27. **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 2019 To Be Determined	Oriana Kopec Heather Saake Christine Rice	Student Council	Jackson	Student Council Awards	Yes – 3	Bus - \$331	Student Funds
January 9, 2019	Oriana Kopec Heather Saake Christine Rice	Student Council	College of New Jersey	Winter Conference Student Council	Yes – 3	Bus - \$331	Student Funds
October 9, 2018	Oriana Kopec Heather Saake Christine Rice	Student Council	College of New Jersey	Fall Conference Student Council	Yes – 3	Bus - \$331	Student Funds
October 18, 2018	Heather Saake Margaret Polak Marissa Melillo	Preschool	Allaire Community Farm	Farm Experience	No	Bus - \$256 (IDEA Grant Funds - \$184)	None
2018-2019 4 Dates (TBD)	Oriana Kopec	Grade 4	Manasquan Library	Library Tour	Yes - 1	None	None
October 16, 2018	Alyse Leybovich Christine Melfi Sandra Hill Patricia Triggiano Paraprofessional -2 1 Nurse (TBD)	Kinder- garten	Wemrock Farms	Fall Farm Activities	No	Bus - \$552	Student Funds
September 28, 2018	Oriana Kopec Anthony Cinelli Robert Markovitch	Student Council	Clinton	Crop Harvesting for Food Banks	Yes-2	Bus - \$387	Student Funds

Placement of Students on Home Instruction

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

Placement of Students Out of District

29. **Recommend** approval of the revised 2018-19 External Placement list that reflects tuition costs. (Transportation costs to be determined once routes are established, as per **Document 1**.)

Financials

30. **Recommend acceptance** of the following **Elementary School Central Funds Report** for the month ending **August 31, 2018 as per Document 2**.

Mr. Pellegrino referred to Manasquan/Sending District General Items #31 through #50 and asked if there were any items needing a separate vote. Seeing none he asked for a motion to approve Items #31 through #50.

E.S. Field Trips

*E.S. Home
Instruction
(No Report)*

*2018-19
External
Placements
Document 1*

*E.S. Central
Funds Report
Document 2*

*Manasquan/
Sending
District General
Items #31 - #50*

Motion was made by Mrs. Bossone, seconded by Mr. Cattani, to approve Manasquan/Sending District Items #31 through #50.

Discussion: None

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mr. Hoverter, Mr. Loffredo, Mr. Sorino

MOTION CARRIED

Manasquan/
Sending
District General
Items #31 - #50

MANASQUAN/SENDING DISTRICTS

General Items

31. Secretary's Report/Financials

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

Financial
Reports

The Business Administrator/Board Secretary certifies that as of **AUGUST 31, 2018** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Secretary's
Certification

Be It Resolved: Pursuant to N.J.A.C. 6A:23A-16.10 (c)3 the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **AUGUST 31, 2018** 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 AUGUST 31, 2018 per Document D. (The Treasurer of School Moneys Report for the month of **AUGUST 2018** 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 **AUGUST 31, 2018**, 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 **2018-2019 budgets for AUGUST and SEPTEMBER** as recommended by the Superintendent of Schools, as per Document D.

Budget
Certification
Document D

Purchase Orders for the month of SEPTEMBER 2018 be approved, as per Document E.

Purchase
Orders
Document E

Recommend acceptance of the Cafeteria Report – No Report.

Cafeteria
Report

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$1,593,862.68** for the month of **SEPTEMBER, 2018** be approved. Record of checks (#42911 through #43033), and distributions are on file in the Business Office.

Bills (Current
Expense)

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$314,985.99** for the month of **SEPTEMBER, 2018** be approved. Record of checks (#1237 through #1256), and distributions are on file in the Business Office.

Bills (Capital
Expense)

Confirmation of **Bills (Current Expense)** for **AUGUST, 2018** at **\$1,517,495.50** and checks (#42787 through #42910) and **(Capital Expense)** for **AUGUST, 2018** at **\$1,574,021.14** and checks (#1210 through #1236).

Confirmation
of Bills (Current
& Capital
Expense)

Recommend acceptance of the following High School Central Funds Report for the month ending AUGUST, 2018 as per Document F.

H.S. Central
Funds Report
Document F

32. **Recommend** approval of the Request for Obsolete Equipment Disposal, as per attached **Document G.**
33. **Recommend** approval of the agreement with the State of New Jersey, Department of Military & Veterans Affairs, for use of the Sea Girt Armory, for the 2018-19 sports program, in the amount of \$6,120.50. No increase from 2017-18 agreement.
34. **Recommend** approval and acceptance of the following Parent-Paid Tuition Students for the 2018-19 school year, at the annual tuition rate of \$7,000:
Manasquan High School – Grade 11 - State ID# 1299466162
Manasquan High School – Grade 11 - State ID# 5338969224
35. **Recommend** approval of the continuation of placement of the following Parent-Paid Tuition Student for the 2018-19 school year, at the annual tuition rate of \$7,000:
Manasquan High School – Grade 11 – State ID# 4473278304
36. **Recommend** approval of the following pay applications (*pending attorney review*):
- Pay Application #2 from The LandTek Group, Inc., for the Manasquan lower field project, in the amount of \$90,895.00.
 - Pay Application #11 from Kappa Construction Corp., for the Manasquan High School Addition & Renovations, in the amount of \$544,540.92.
37. **Recommend** approval of the acceptance of a donation from Harbor Freight Tools to the Manasquan High School Woodworking Program in the form of a \$500 Harbor Freight Tools gift card.
38. **Recommend** approval of the Change Order #2 from Shorelands Construction, Inc., - Manasquan High School Alternative Education Building Renovations. This represents unused allowance funds, in the amount of \$3,505.00 - New contract amount \$197,102.00. This is a credit back to the district.
39. **Recommend** approval of Change Order #1 from Your Way Construction Inc., - Manasquan Elementary School Site Improvements, for revisions to baseball infield, in the amount of \$1,880.60 – New contract amount \$653,655.60.
40. **Recommend** approval of Change Order #3 from Kappa Construction – Manasquan High School Addition and Renovations, for the labor and materials for the installation of the Dust Collector System for the Woodshop, in the amount of \$109,227.30 – New contract amount \$7,054,781.14.
41. **Recommend** approval of the contract between vendor Barbara Tedesco and the Board of Education for \$2,700.00. Monies for this October 8, 2018 workshop will come from Title III funds (\$2,500.00) and the Director of Curriculum & Instruction Professional Development Account for the purpose of hiring Ms. Tedesco as a Workshop Presenter.
42. **Recommend** approval of the executed Certificate of Determination and Award to the Board of Education that will meet the reporting requirement set forth in the resolution adopted on August 15, 2017 entitled “Resolution Authorizing the Issuance of \$12,033,754 Temporary Notes of the Board of Education of the Borough of Manasquan in the County of Monmouth, New Jersey, as per **Document H.**
43. **Recommend** approval to rescind the acceptance of the following Parent-Paid Tuition Students for the 2018-19 school year:
Manasquan High School – Grade 10 – State ID# 7002090384
Manasquan High School – Grade 10 – State ID# 1364769559

Obsolete
Equipment
Document G

2018-19 Sea
Girt Armory
Agreement

Parent-Paid
Tuition
Students –
Grade 11

Parent-Paid
Tuition Student
Continuation of
Placement –
Grade 11

Pay App. #2 –
The LandTek
Group

Pay App. #11 –
Kappa
Construction

Harbor Freight
Tools
Donation
For H.S.
Woodworking

Change Order
#2 –
Shorelands
Construction

Change Order
#1 – Your Way
Construction
Inc.

Change Order
#3 – Kappa
Construction

Barbara
Tedesco –
October 8th
Workshop
Presenter

\$12M
Temporary
Note Recording
Requirement
Document H

Parent-Paid
Tuition Student
Rescind of
Acceptance

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

- P8561 – Procurement Procedures for School Nutrition Programs

*P8561 – 1st
Reading
Document I*

45. Recommend approval of the second reading and adoption of the following policy, as per Document J:

- P5517 - Student Identification Cards

*P5517 – 2nd
Reading
Document J*

46. Recommend approval of the following revised policies/regulations, as per Document K:

- P5512 - Harassment, Intimidation, and Bullying
- P5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
- R5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
- R2412 – Home Instruction Due to Health Condition

*Revisions to
P5512
P5561 & R5561
R2412
Document K*

47. Recommend approval of the abolishment of the following regulation, as per Document L:

- R5512 – Harassment, Intimidation, or Bullying Investigation Procedure

*R5512 –
Abolishment
Document L*

Professional Days

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

*H.S.
Professional
Days*

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
October 10, 2018	Lynn Coates	Freehold	QSAC Training Program	No	None
October 10, 2018	Dr. Frank Kasyan	Freehold	QSAC Training Program	No	None
October 10, 2018	Barbara Kerensky	Freehold	QSAC Training Program	Yes	None
October 18, 2018	Barbara Kerensky	Freehold	QSAC Instruction and Program Training Program	Yes	None
December 7, 2018	Lynn Coates	Atlantic Cape Community College, Mays Landing	Rutgers Continuing Studies	No	Registration \$132.00
December 14, 2018	Lynn Coates	Ocean Cty Fire Academy Waretown	PEOSH/NJADP – Indoor Air Quality Training	No	No Cost to District
October 10, 2018 November 14, 2018 December 12, 2018 January 9, 2019 February 13, 2019 March 13, 2019 April 10, 2019 May 8, 2019 June 12, 2019	Matthew Hudson	Freehold	New Jersey School Buildings & Grounds Association Meetings	No	No Cost to District
October 12, 2018	James Egan Lisa Kukoda Jesse Place	Iselin, NJ	eXplore Microsoft in EDU	No	Mileage - \$24.18 Cost per traveler

MINUTES – September 25, 2018

H.S.
Professional
Days
(continued)

October 22,23, 2018	Dr. Frank Kasyan	Atlantic City	NJSBA Workshop	No	Mileage - \$43.15 Tolls - \$25.00 Parking - \$30.00 Hotel - \$234.50 Meals/Incidentals - \$96.00
October 22,23, 2018	Jesse Place	Atlantic City	NJSBA Workshop	No	Mileage - \$43.15 Tolls - \$25.00 Parking - \$30.00 Hotel - \$234.50 Meals/Incidentals - \$96.00
October 3, 2018	Jesse Place	Manalapan	NJDOE Job Coding	No	Mileage - \$14.57
October 22,23, 2018	Eugene Cattani	Atlantic City	NJSBA Workshop	No	Mileage - \$43.15 Tolls - \$25.00 Parking - \$30.00 Hotel - \$234.50 Meals/Incidentals - \$96.00
October 22,23, 2018	Joseph Loffredo	Atlantic City	NJSBA Workshop	No	Mileage - \$43.15 Tolls - \$25.00 Parking - \$30.00 Hotel - \$234.50 Meals/Incidentals - \$96.00
October 23, 24, 2018	Bruce Bolderman	Atlantic City	NJSBA Workshop	No	Mileage - \$43.15 Tolls - \$25.00 Parking - \$30.00 Hotel - \$234.50 Meals/Incidentals - \$96.00
October 22 – 24, 2018	Lynn Coates	Atlantic City	NJSBA Workshop	No	Tolls - \$10.00 Parking - \$45.00
October 23, 24, 2018	Colin Warren	Atlantic City	NJSBA Workshop	No	Mileage - \$43.15 Tolls - \$25.00 Parking - \$30.00 Hotel - \$234.50 Meals/Incidentals - \$96.00
October 23, 24, 2018	Thomas Pellegrino	Atlantic City	NJSBA Workshop	No	Mileage - \$43.15 Tolls - \$25.00 Parking - \$30.00 Hotel - \$234.50 Meals/Incidentals - \$96.00
October 22, 23,24, 2018	Terence Hoverter	Atlantic City	NJSBA Workshop	No	Mileage - \$43.15 Tolls - \$25.00 Parking - \$45.00 Hotel - \$351.75 Meals/Incidentals - \$160.00
October 25, 2018	Meredith Morris	Mercerville	Curriculum Conference	Yes – 1	Mileage - \$12.40 Registration - \$125.00
October 22 – 24, 2018	Donna Bossone	Atlantic City	NJSBA Workshop	No	Travel for one day-no overnight Mileage - \$43.15 Tolls - \$25.00 Parking - \$15.00
September 29, 2018 October 27, 2018	Rosa Russo	Online Webinar	Italian Teaching Strategies	Yes	Registration - \$25.00 each date

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October 22 – 24, 2018	Barbara Kerensky	Atlantic City	NJSBA Workshop	No	Travel for one day – no overnight Mileage - \$43.15 Tolls - \$25.00 Parking - \$15.00
October 18, 2018	Claire Kozic Eric Wasnesky Kevin Hyland	Scotch Plains	Advisory Meeting	Yes – 1	Mileage - \$9.92 each
September 27, 2018	Jesse Place	Trenton	NJ Assoc of School Personnel Administrators	No	Mileage - \$26.54

H.S.
Professional Days
(continued)

Student Action
Field Trips

49. Recommend approval of the field trips listed below:

H.S. Field Trips

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
October 7, 2018 (\$900 Compensation paid to MHS)	Ryan Wiemken Michael Kaminski	Band	Seaside	Columbus Day Parade	No	2 Buses - \$900.00	None
October 29, 2018	Ryan Basaman Linda Hoeler Nurse	Grade 12	Philadelphia	Leadership Summit	Yes-2	None	None
September 22,29, 2018 October 7,20,27,28 2018 November 3,10,11,17,18, 2018 December 1,2,8,9,15,16, 2018 January 5,12,13,19,20, 2019 February 9,10,16,17,23,24, 2019	Amy Edwards	Grades 9-12	Various Locations	Robotics Team Challenges	No	Bus - \$400.00 Each Date	None
October 22, 2018 November 5, 2018 November 19, 2018 December 2018 (TBD)	John Driscoll Linda Hoeler	Grade 9	Monmouth University	Financial Literacy Seminar	Yes-2	Bus - \$300.00 Each Date	None

October 23, 2018 November 8, 2018 Spring 2019 (TBD)	Amy Edwards Claire Kozić Jason Bryant Eric Wasnesky Nurse (TBD)	Academy of Engineering	Atlantic City Spring Location (TBD)	STEAM Tank Competition	Yes-4	Bus - \$400.00 Each Date	None
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H.S. Field Trips
(continued)

Placement of Students on Home Instruction

50. Recommend that the following student(s) be placed on home instruction, as requested by Guidance or the Child Study Team and approved by the school physician: None at this time

H.S. Home Instruction
(No Report)

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

51. Old Business/New Business

Old Business
New Business
(No Report)

52. Public Forum

Public Forum

Tess Nuccio, 711 Ashley Avenue, Brielle – Ms. Nuccio spoke on the amount of homework at the high school. Her sister is a very driven student at the high school however she has noticed that so much of her sister's energy is being given to one class and this is taking a toll on her. She said her sister is not excited as in the past to do homework and she did not expect this as a freshman. Ms. Nuccio said that homework should be more analytical and provide more critical thinking. She referred to a class and the nature of the homework assignments providing stress for her sister. She suggested that the lessons be made more interactive.

Mr. Pellegrino thanked Ms. Nuccio for coming tonight to speak on behalf of her sister. He said the new schedule has provided an adjustment for many students and teachers. Dr. Kasyan complimented Ms. Nuccio for speaking this evening. Dr. Kasyan said the schedule change was developed to benefit the students and allows for a yearlong opportunity for continuity of instruction. He said that conversation has been made to have teachers move away from the concept of homework as it has been known in the past to a home learning concept. He said that some teachers are aware of this concept and he and the board are working towards having all the staff move in this direction. He asked Ms. Nuccio to return in November or December and provide an update.

There was no further public comment. Mr. Pellegrino asked for a motion to enter into executive session and read the following statement.

Motion was made by Mrs. DiPalma, seconded by Mr. Bolderman, approved by voice vote of all those present in favor to enter into executive session at 6:56 p.m.

Discussion: None

MOTION CARRIED

53. 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

Executive Session

Executive Session
(continued)

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 (Student Matter)
- 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
- 8. Personnel Matters (Hiring)
- 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 Mrs. Bossone, seconded by Mrs. DiPalma, and approved by voice vote of all those present in favor to reconvene the meeting at 7:13 p.m.

Discussion: None

MOTION CARRIED

Meeting
Reconvened

Mr. Pellegrino asked for a motion to approve Manasquan Item #54

Motion was made by Mrs. DiPalma, seconded by Mrs. Bossone, to approve Manasquan Item #54 – Elementary School Personnel, as specified in Document 3.

Discussion: None

Roll Call Vote: Ayes (6); Nays (0); Abstain (0); Absent (3) Mr. Hoverter, Mr. Loffredo, Mr. Sorino

MOTION CARRIED

Manasquan
Item #54
E.S. Personnel
Document 3

**MANASQUAN
Personnel**

54. Recommend approval of the Elementary School personnel as per Document 3.

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Item #55.

Motion was made by Mr. Bolderman, seconded by Mrs. McGarry, to approve Manasquan/Sending District Item #55 – High School Personnel, as specified in Document M.

Discussion: None

Roll Call Vote: Ayes (9); Nays (0); Abstain (0); Absent (3) Mr. Hoverter, Mr. Loffredo, Mr. Sorino

MOTION CARRIED

Manasquan/
Sending
District Item
#55
H.S. Personnel
Document M

**MANASQUAN/SENDING DISTRICTS
Personnel**

55. Recommend approval of the High School personnel as per Document M.

MINUTES – September 25, 2018

Mr. Pellegrino asked for a motion to adjourn.

Motion was made by Mr. Warren, seconded by Mrs. DiPalma, and approved by voice vote of all those present in favor to adjourn the meeting at 7:15 p.m.

Discussion: None

MOTION CARRIED

56. Adjournment

Motion to Adjourn

Respectfully submitted,



Lynn Coates

Board Secretary

Adjournment