

BOARD OF EDUCATION
Borough of Manasquan

The Combined Committee of the Whole and Regular Public Board of Education meeting was held in the Manasquan High School Gymnasium, 167 Broad Street, Manasquan, New Jersey, on Tuesday, November 17, 2020.

The President, Mr. Cattani, called the meeting to order at 6:06 p.m. and read the Opening Statement.

1. Call to Order

Call to Order

2. 48- Hour Notice

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. Cattani requested that everyone join in the Pledge of Allegiance.

3. Pledge of Allegiance

4. Roll Call

Roll Call

<i>Bruce Bolderman</i>	<i>Mark Furey (Belmar)</i>	<i>Joseph Loffredo</i>
<i>Donna Bossonne</i>	<i>Terence Hoverter</i>	<i>Thomas Pellegrino</i>
<i>Martin Burns</i>	<i>Dennis Ingoglia (Brielle)</i>	<i>Alexis Pollock – arrived 6:11 p.m.</i>
<i>Eugene Cattani</i>	<i>Todd Leonhardt (Sea Girt)</i>	<i>Alfred Sorino – absent</i>

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Dr. Pete Crawley, School Business Administrator/Board Secretary; Jesse Place, Assistant Superintendent of Schools; Rick Coppola, Director of Curriculum and Instruction; Lesley Kenney, Director of School Counseling Services; Michael Gross, Board Attorney; Sandi Freeman, Recording Secretary *Quorum Reached*

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

5. Mission Statement

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.

6. Statement to the Public

Statement to the Public

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then placed on the agenda at the next Combined Committee of the Whole and Regular Board meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After discussion during the Committee of the Whole portion of the meeting, the matter is focused on during the Regular Public Board Meeting agenda and presented to the Board of Education for a vote.

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

Motion was made by Mr. Hoverter, seconded by Mr. Burns, to accept and approve the minutes, as specified in Item #7.

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (2) Mrs. Pollock, Mr. Sorino

MOTION CARRIED

7. 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 October 13, 2020. 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.

8. Student Board Representative Report - No Report for the Month

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

Dr. Kasyan turned the floor over to Margaret Polak and Kelly Balon for a presentation on the proposed High School ABA Program.

9. Presentations

• High School ABA Program – Presentation by Margaret Polak and Kelly Balon

Margaret Polak and Kelly Balon presented a PowerPoint that provided an update on the status of the progress of the High School ABA Program that is scheduled to be launched during the extended school year program in July. A copy of the presentation will be included in the formal minutes.

Mrs. Polak addressed a question on the location of the program and said it will take place in the current Alternative School Building. Dr. Kasyan said that the Alternative School program would then return to the high school building. Mrs. Polak said it is premature to predict the number of students in the ABA program at this time. Ms. Balon said that she expects there to be a very positive interest in the program.

Dr. Kasyan thanked all involved in working toward bringing this program to fruition.

Dr. Kasyan continued with the Principals' Reports.

10. Principals' Reports

o Lower Elementary School (PK-4) – Colleen Graziano

Mrs. Graziano publicly thanked the PTO for assisting with the Halloween activities at the school. The children were unable to participate in the parade but still enjoyed celebrating with classroom parties. The school-wide Thanksgiving food drive is underway with each grade level responsible for bringing in a specific item. She thanked the National Junior Honor Society and Student Council for coordinating this event. She thanked the Manasquan Elks for their generous donation of gift cards to local food stores that will be distributed to Manasquan Elementary School families. She thanked the elementary school counselor, Nancy Sanders, for working with the teachers on the Character Education Programs: Pillars of Character and Random Acts of Kindness. The Virtual Parent-Teacher conferences were very successful and received positive feedback from the parents and teachers. She thanked Mr. Place, Ms. Kukoda and the technology department for their assistance with this process. The students and teachers are progressing nicely with the Ready Math/iReady Programs. Mrs. Graziano recognized the K-5 technology teacher, Mark Levy, for being instrumental in the implementation and roll-out of the Ready Math and i-Ready Programs. Mrs. Graziano concluded her report.

o Upper Elementary School (5-8) – Megan Manetta

Mrs. Manetta reported that the virtual parent teacher conferences were very well received and productive. She updated the board on the benefits of having the students move from class to class in a safe manner. The teachers will be provided with professional development that will assist in differentiating for all learners in a movement-restricted environment. Ms. Manetta spotlighted music teacher, Eric Clark, who is providing the students with not only the ability to learn to play an instrument,

Minutes

Presentations

HS ABA
Program

Principals'
Reports

MES – Lower
Elementary
School (PK-4)
Mrs. Graziano

MES – Upper
Elementary
School (5-8)
Mrs. Manetta

but to appreciate the evolution of the orchestra and understand musical history. Mrs. Manetta concluded her report.

MES – Upper
Elementary
School (5-8)
Mrs. Manetta

Mr. Pellegrino asked if there was a plan for the students to have access to their lockers. Mrs. Manetta said at this time they were uncomfortable with allowing the use of lockers because it would provide the potential for gathering and not allow for proper social distancing. Dr. Kasyan complimented the staff in following the protocols put into place in August to keep the students safe. He agrees that moving slowly with the locker situation is the correct move in order to keep the students safe and in school.

Dr. Kasyan said he would like to possibly have the freshman come on a daily basis after the marking period. He thanked both Mrs. Manetta and Mrs. Graziano for their due diligence in making strides to provide a sense of normalcy and keeping the students safe.

Mr. Loffredo thanked Mrs. Manetta for the teacher spotlight. He appreciates providing a sense of normalcy and the creativity that is provided to the students by the staff in both schools.

o High School – Robert Goodall

MHS
Mr. Goodall

Mr. Goodall thanked the staff and students for participating in costume for Halloween. He especially appreciated the efforts made by the staff in dressing up twice during the week and thanked them for everything they are doing to uplift the spirits of the students. Gift cards were donated from local businesses and were presented to the winners of the costume contest. Dr. Kasyan thanked Mr. Goodall and the staff for dressing in costume and making the day special for everyone. Mr. Goodall reported that there have been nine Manasquan High School athletes that have signed National Letters of Intent with six of the nine being girls lacrosse players. He congratulated the students and their families and looks forward to receiving more letters of intent in the spring. Mr. Goodall is currently working on the Manasquan High School zero based budget development and review for 2021-2022. He highlighted chorus teacher, Madison Schille, who is in her first year at Manasquan High School replacing Mr. Weisert. He complimented her on using innovative strategies with the chorus program and provided a screencast arranged by Ms. Schille that utilizes a soundtrack and digital audio workstation for the choir and music production classes. He believes that Ms. Schille will enhance the program and make it a great experience for the students. The first marking period is now completed and he appreciated all the support the community and parents have given to the teachers. The high school will continue with full day Blue/Gray schedules with some students working virtually for the second marking period. A review is being done of the digital workflow and the content and curriculum pacing. Grade reviews and comparisons to last year are being undertaken. The 9th grade students are being checked on relating to their transition into the high school and a survey has been conducted to assist with this process. Mr. Goodall concluded his report.

Dr. Kasyan complimented the principals on their reports and the steps that are being taken by the administrative team and the staff to provide the best educational experience to the students of Manasquan.

Mr. Cattani 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

Public Forum
on Agenda
Items

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

Public Forum
on Agenda
Items

A Sea Girt Avenue Manasquan resident spoke of the importance of addressing the mental health, self-esteem and confidence of the freshmen students that is being impacted by the current situation.

There were no further comments on agenda items. Mr. Cattani opened the second Public Forum on any items on or not on the agenda.

12. Public Forum

Public Forum

Christine Rice, 26 Fletcher Avenue, Manasquan – Ms. Rice questioned why the application to conduct the parade and bon fire was pulled prior to consideration for approval by the Borough Council. Mr. Cattani alluded to the Governor’s executive order that limits outdoor functions to 150 people with the CDC guidelines referencing parades as heavy spreaders of the virus. Dr. Kasyan said that the bon fire and parade are sponsored by the Booster Club and they submit the permit to the town. He was also informed that the police would not be able to support the crowds and social distancing requirements. Dr. Kasyan said he was in support of her concepts; however, it was not the time for a parade. Ms. Rice referred to Items 26 and 27 on the agenda and asked for clarity and transparency on this facility. She asked that consideration be given to the size and location of this facility. She asked that the board work together with the town and build a facility that will not take up the small amount of property available on school grounds. She said this proposed building is massive and does not fit into the community and school. Mr. Cattani said that the board is working with the town on the process for communicating information on this project at a board meeting and council meeting along with articles in The Coast Star.

Philip Passes, 19 Main Street, Manasquan – Mr. Passes appreciates the efforts made in getting the students back in school. He referenced discussions that took place at previous board meetings recommending the curriculum be sensitive to the needs of the LGBTQ and other groups. He commended the board and superintendent for putting together the committee to evaluate this matter. Mr. Passes spoke on a previous discussion relating to the school’s mascot and opinions on whether it should or should not be changed. He questioned why it was changed when he believed it was decided that it would not. Mr. Passes spoke on the ability for the students to feel free to express their opinions and that those opinions should be heard by the teacher even if in conflict with the teacher’s ideas. He further referenced another discussion that took place in his son’s class. Dr. Kasyan explained to Mr. Passes that his comments were not in alignment with the proper context of the public comment portion of the meeting. He asked Mr. Passes to bring this discussion first to the principal and then to him if it needed additional attention.

Mr. Gross reminded Mr. Passes of the statement read prior to opening the public forum and said that his request for public dialog is in conflict with this statement. He suggested that he meet first with the principal and then if not satisfied to meet with the Superintendent of Schools and not in a public forum.

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

Mr. Cattani turned the floor over to Dr. Kasyan for the Committee of the Whole discussion items.

13. Discussion Items November 17, 2020 Agenda

C.O.W.
Discussion
Items

Dr. Kasyan thanked all those who were actively engaged in providing their assistance with the completion of the gymnasium renovation project. New scoreboards will be installed with the help of a donation from the Manasquan Bank along with the donation of a new wrestling mat by the Manasquan Wrestling Club. The Manasquan Alumni Foundation is working on developing new dugouts for the athletes. He reported that the HVAC project is complete and the new fire alarm system is in its final stage of completion. He thanked all those involved who provided financial assistance as well as the referendum funds. Dr. Kasyan reiterated that the parade had been cancelled at the town council meeting last night with a focus on the safety, security, and the executive order from the Governor.

- **Education, Curriculum & Technology**

Dr. Kasyan said that the students have received their devices, in addition to the board now being provided with laptops to allow for paperless board meetings.

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

- **Policy**

Dr. Kasyan referred to the policies on the agenda for 1st readings. He focused on a revision made on Page 4 – Number 9 of P6153 that relates to the tuition program policy for non-resident/non-sending district regular education students. The revision will allow for a discount of 75% to the tuition rate for siblings. Dr. Kasyan addressed Mr. Pellegrino's question on how the 75% was determined and said it was a result of discussion that took place during the president/vice president meeting with calculations provided by the business administrator. Dr. Crawley said the premise behind this was a balance between not taking a too large cut from the revenue and on the upside attract more tuition students. Mr. Pellegrino commented that a discount rate should be considered that would be most attractive to draw more students into attending school at Manasquan. A discussion took place on the impact on the budget with the additional students coming in at a lower rate. It was suggested to charge 100% for the first student and 30% of the tuition rate for any additional siblings. Dr. Kasyan will provide the amended policy in the Friday packet for review of several tuition rate options for further discussion for a vote at the next meeting. (P6153 was pulled from the agenda).

- **Policies -1st Reading- Agenda Items ***

- P 1620 - Administrative Employment Contracts (M)
- P 2431- Athletic Competition (M)
- R 2431.1 - Emergency Procedures for Sports and Other Athletic Activity (M)
- P 2451 - Adult High School (M)
- P 2464- Gifted and Talented Students (M)
- P & R 5330.05 - Seizure Action Plan (M) (New)
- P 6440 - Cooperative Purchasing (M)
- P & R 6470.01 - Electronic Funds Transfer and Claimant Certification (M) (New)
- P & R 7440 - School District Security (M)
- P 7450 - Property Inventory (M)
- P & R 7510 - Use of School Facilities (M)
- P 8420 - Emergency and Crisis Situations (M)
- P 8561 - Procurement Procedures for School Nutrition Programs (M)
- P 1648 - Restart and Recovery Plan (M)
- P 1648.02 – Remote Learning Options for Families (M) (New)
- P 1648.03 – Restart and Recovery Plan – Full-Time Remote Students (M) (New)
- Bylaw 0164.6 – Remote Public Board Meeting During a Declared Emergency (M) (New)
- ~~P 6153 – Tuition Program Policy for Non-Resident/Non-Sending District Regular Education Students~~

Dr. Kasyan turned the floor over to Dr. Crawley to discuss the options of purchasing solar energy.

- **Finance**

- Options for Purchasing Solar Energy

Dr. Crawley reported that discussion has taken place during the president/vice president meetings to explore, with regards to cost savings, the installation of solar arrays on one or both of the district's buildings. The abundant amount of flat roofs will allow for the installation of solar and help offset some of our energy costs. He used the cost from two years ago for electricity because of the school closure last year that ran between \$250,000 and \$300,000. Proposals he received from solar installers indicate that this cost could be offset by as much as 30% to 40%, which is a significant savings. Dr. Crawley

Purchase of Solar Energy

provided details of several options available to approach this project. He answered Mr. Burns question on the lifespan of the equipment and said it was about 25 years with depreciation in power production over the years. The lifespan if not our equipment is limited to a 15-year contract and the company maintains the equipment. Dr. Crawley said the visibility from the street depends on the size of the system and location of the installation. Follow up information will be provided in the Friday packets along with further discussion during the president/vice president meetings.

Dr. Kasyan presented to the board members a plaque made by Ryan Graf in the district’s woodshop using wood flooring from the old high school basketball court. He also thanked Mr. Nick Paslawsky for donating tools and machines for the woodshop.

- **Buildings & Grounds/Facilities**

- HVAC/Fire Alarm Project

HVAC/Fire Alarm Project Update

Dr. Crawley updated the board on the current projects highlighted by the completion of the gymnasium as presented tonight by changing the venue of the board meeting to the gym. The HVAC project has one piece left that involves building platforms to access the chillers for filter changing and maintenance. The system is being commissioned and balanced at this time. The fire alarm project is undertaking very comprehensive and rigorous testing in order to be certified and once certified the old system can be demolished.

Dr. Kasyan would like to conduct a ribbon cutting ceremony but considering the pandemic this will be put off at this time. A discussion took place to wait until the spring.

Mrs. Bossone asked if a banner could be included out on the field for the cheerleaders. Dr. Kasyan said the current banners are in need of being replaced and he will make sure all teams are represented.

Dr. Kasyan continued with the Superintendent’s report.

14. Superintendent’s Report & Information Items

Supt’s Report

Dr. Kasyan thanked Mr. Coppola for arranging a professional development day that will take place on January 29th focusing on culturally responsive practices regarding culture, diversity, and equity. The program will include presentations by Michele Meyer-Shipp, a leader in inclusion and diversity and Dr. Robin Daniels, an author and accomplished professional developer.

Dr. Kasyan reviewed the Manasquan Board of Education Goals for 2020-2021.

Manasquan Board of Education Goals 2020-2021

Manasquan BOE Goals 2020-2021

- **Goal 1: Equity/Diversity**

The Board of Education will create an ad hoc committee to review the findings of a district wide equity committee. The Board will also actively monitor the findings of this committee by reviewing district committee PowerPoint presentations and board meeting presentations by the committee.

The Board of Education will review the research of the committee, the principals and Director of Curriculum and Instruction, to identify the need to consider the inclusion of diversity in the curriculum, as well as reports of disproportionality focusing on student -level factors and the root cause analysis.

- **Goal 2: Student Achievement**

This goal will be focused on the collection of data and its aggregation to identify the needs of the Elementary School as we move towards fulfilling the requirements for Blue Ribbon nomination.

In order to be eligible for nomination, a school must meet several criteria based on the performance of its students on state assessments in reading (or English language arts) and mathematics or a composite of performance on these assessments with other measures of student performance (e.g., student growth on state assessments, performance on state assessments in other subjects).

The Board of Education in an effort to increase rigor relevance in the Elementary School will begin the process of fulfilling the requirements to achieve National Blue Ribbon Recognition. The federally funded National Blue Ribbon Schools Program celebrates school excellence, turnaround stories, and closing student achievement gaps. A committee will be developed consisting of Mrs. Graziano, Principal, Mrs. Manetta, Principal and Mr. Coppola, Director of Curriculum and Instruction who will provide the Board with a project report in the Spring detailing the aggregation of data collected towards the achievement of fulfilling requirements for nomination status within the following nomination performance award areas:

- Exemplary High Performing
- Exemplary Achievement Gap

Each year, the New Jersey Department of Education nominates public schools that meet the eligibility requirements provided by the U.S. Department of Education. Nominated schools are then invited to apply by the U.S. Department of Education.

- **Goal 3: High School Applied Behavior Analysis (ABA) Program**

The Board of Education recognizes the benefits of educating our students, regardless of need, in our school district, as opposed to paying tuition to other institutions. Not only are these placements costly, they also remove students from their communities and opportunities to integrate with the regular education students and programs to the maximum extent possible. In an effort to provide the least restrictive environment for our students with the highest needs, the district will begin the development of an Applied Behavior Analysis (ABA) program with an aim to retain district students whose needs would be met by this approach as well as attract students from local districts who would benefit from same. The goal of the program will be to have a minimum of three students involved in the program for extended school year programming beginning in July 2021.

Dr. Kasyan asked if there were any questions on the goals. Seeing none, he reminded the board that they would be accepting the goals when voting to accept and approve the Superintendent's Report. He will present the District's Goals at the next meeting.

Dr. Kasyan provided the enrollment report, as specified in Document A.

Enrollment– Document A

- **Total Enrollment – 1,534**
 - **High School – 1,002**
 - **Elementary School – 532**

Enrollment
Document A

Dr. Kasyan reported on the fire drills conducted at the High School, Alternative School and Elementary School, as specified in Document B. These drills fulfill the state requirements for safety and security.

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

- **High School:**
 - **October 5th and 28th – Fire Drill**
 - **October 27th and 28th – Evacuation Drill**
- **Alternative School:**
 - **October 28th – Evacuation Drill**
 - **October 28th – Fire Drill**

Fire Drills
Document B

- **Elementary School:**
 - **October 6th – Fire Drill**
 - **October 19th – Shelter in Place Drill**

Dr. Kasyan provided the monthly HIB Reports for the high school and elementary school, as specified in Document C-1, the HIB New Jersey Department of Education School Self-Assessment Report, as specified in Document C-2 and the HIB Student Safety Data System Report: SY2019-2020, as specified in Document C-3.

- **HIB Monthly Report – Document C-1**
 - **High School: One Incident – 1 Confirmed HIB**
 - **Elementary School: No Report for the Month**
- **HIB New Jersey Department of Education School Self-Assessment Report – Document C-2**
- **HIB Report – Student Safety Data System Report: 2019-2020 School Year – Document C-3**

Dr. Kasyan turned the floor over to the Assistant Superintendent, Mr. Place.

- **Report of the Assistant Superintendent**

Mr. Place reported that the additional laptops have arrived and we are fully stocked for the 1:1 program in grades 5 through 12, in addition to providing one to any student in the lower grades that had a need for a laptop. Mr. Place referred to Item 32 for the security grant that will be used to complete the door access control project as well as upgrade some security cameras. He explained that the Hudl Return to Play Agreement in Item 31 will provide live streamed unattended cameras that will allow coaches to tape practices and stream games held in the high school gymnasium to the public. The broadcast will be through the district's YouTube channel, not the public access channel, with no cost to the viewer. Mr. Place concluded his report.

Dr. Kasyan turned the floor over to the Director of Curriculum and Instruction, Mr. Coppola.

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

Mr. Coppola provided information on the professional day held yesterday in both schools with virtual training conducted by Learning Sciences with a focus on student teaming and grouping students together in a virtual world and real world to help student achievement in the classroom. The training included the Ready Math program that has been very productive, and the teachers are working well with this new curriculum. Mr. Coppola spoke with Dr. Daniels on the program she will be providing on January 29, 2021 titled the Introduction to Culturally Responsive Practices. Dr. Daniels will be reaching out to specific members on the Equity Committee shortly after Thanksgiving. He reported on an articulation meeting held with the art teachers to promote the topic of equity in the art program. Mrs. Graziano is looking at a Cultural Arts program as a new rotation course at the elementary school next year. This will allow the students to be exposed to art projects from diverse cultures. The advanced placements teachers are participating in virtual professional development sponsored by the New Jersey College Board. Mr. Coppola participated in a virtual classroom this week and complimented the high school social studies teacher, Ryan Critelli, on his management of technology and facilitated a very positive and interactive discussion with the students virtually at home. He thanked all the teachers and principals for their efforts during this time. Mr. Coppola concluded his report.

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

Fire Drills
Document B

HIB Reports
Document C-1

HIB NJ DOE
School Self-
Assessment
Report
Document C-2

Student Safety
Data System
Report
Document C-3

Report of the
Assistant
Superintendent
Mr. Place

Report of the
Director of
Curriculum and
Instruction
Mr. Coppola

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

Report of the
Director of
School
Counseling
Services
Mrs. Kenney

Mrs. Kenney reported that the Safe Schools training is being worked on in Grades 5 through 8. Mr. Cinelli will be working with the students on specific programs provided through Safe Schools. She thanked Mrs. Sanders and Mr. Cinelli for their collaboration with the sending district counselors to determine resources that are available during these times. Ms. Busco, the high school student assistance counselor, launched the Thankful for You campaign, and reached out to local businesses and received \$750 in donated gift cards that she is presenting to randomly selected teachers during the month of November. On Wednesday and Thursday of this week, Judy McCormack, a community educator and former school counselor, who works at the Samaritan Center, will speak to the 9th grade students during the health and physical education classes. She will cover topics related to anxiety, navigating this new normal and preparing for the future. Counselors will also be meeting with the 9th grade students during their physical education classes in early December. A workshop on Canvas will be provided for the students to assist them manage and better organize Canvas. Mrs. Kenney reported that surveys conducted with the teachers and students have been beneficial to plan, organize, and streamline processes and education practices currently in place prior to moving towards the second marking period. The school counseling team feels that social and emotional health are on the forefront of everyone's minds at this time and the students are told that the counselors are here to provide them with social and emotional support. The annual 8th grade Open House originally scheduled to be in-person has been changed based on the new restrictions in place and rescheduled as a Virtual Open House on Thursday, November 2nd. Mrs. Kenney concluded her report.

Dr. Kasyan concluded the Superintendent's Report. He reminded the board that approval of the Superintendent's Report will include the approval of the Manasquan Board of Education Goals for 2020-2021 and acknowledgement of the Professional Day that fulfills Goal #1: Equity/Diversity.

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

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

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

Acceptance of
the
Superintendent
Report

Recommend approval and acceptance of the Superintendent's Report.

Mr. Cattani asked if there were any Manasquan General Items that required a separate vote. Seeing none, he asked for a motion to approve Items #15 through #22.

Manasquan
General Items
#15 - #22

Motion was made by Mr. Loffredo, seconded by Mr. Hoverter, to approve Manasquan General Items #15 through #22.

Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (1) Mr. Sorino MOTION CARRIED

**MANASQUAN
General Items**

GENYOUth
Grant

15. **Recommend** approval of the acceptance of the COVID 19 Emergency School Nutrition Fund grant, in the amount of \$1,000, from GENYOUth, to be used for equipment for serving food or beverages and sanitation equipment at the Manasquan Elementary School, as noted in the grant application.

Ricoh Copier
Lease

16. **Recommend** approval of the Lease with Option to Purchase Agreement with Ricoh USA, Inc., for a Ricoh MP4055SPG Digital Copier with accessories, in the monthly payment amount of \$175.53 (attorney reviewed and approved).

Professional Days

MES
Professional
Days
(No Report)

17. **Recommend** approval of the **attendance** of staff members at conferences/workshops indicated below: **No Report for the Month**

Student Action

Field Trips

18. **Recommend approval of the field trips listed below: No Report for the Month**

Placement of Students on Home Instruction

19. **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:

#7625201955 Grade 8 November 5, 2020 – December 5, 2020 (Medical)
#8674782460 Grade 8 October 9, 2020 – October 30, 2020 (Medical)

Placement of Students Out of District

20. **Recommend** approval of the revised 2020-2021 External Placement list that reflects tuition costs and transportation cost, as per **Document 1.**

21. **Recommend** approval of the 2020-2021 transportation contracts and agreements arranged through M-OESC for Manasquan resident students, as per **Document 2.**

Financials

22. **Recommend acceptance** of the following **Elementary School Central Funds Report** for the month ending **October, 2020 as per Document 3.**

MES Field Trips
(No Report)

MES Home
Instruction

2020-2021 Out
of District
Placements

2020-2021
Transportation
Document 2

MES Central
Funds Report
Document 3

Mr. Cattani asked if there were any Manasquan/Sending District General Items that required a separate vote. Seeing none, he asked for a motion to approve Items #23 through #41.

Motion was made by Mrs. Bossone, seconded by Mr. Bolderman, to approve Manasquan/Sending District General Items #23 through #41.

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

Manasquan/
Sending
District General
Items #23 - #41

MANASQUAN/SENDING DISTRICTS

General Items

23. **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).**

The Business Administrator/Board Secretary certifies that as of **OCTOBER, 2020** 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; that the amount of district taxes, including debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$3,372,389.00** 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.

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 **OCTOBER 31, 2020** 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 **OCTOBER 31, 2020** per **Document D.** (The Treasurer of School Moneys Report for the month of **OCTOBER, 2020** is on file in the Business Office and is in balance with the Secretary’s Report).

Financial
Reports

Secretary’s
Certification

District Taxes

Acceptance of
the Secretary’s
Certification

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 **OCTOBER 31, 2020**, 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 **2020-2021 budgets for OCTOBER and NOVEMBER** as recommended by the Superintendent of Schools, as per **Document D**.

*Budget
Certification
Document D*

Purchase Orders for the months of **NOVEMBER 2020** be approved, as per **Document E**.

*Purchase
Orders
Document E*

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

*Cafeteria
Report
Document F*

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$1,650,717.03** for the month of **NOVEMBER, 2020** be approved. Record of checks (**#47262** through **#47310**), and distributions are on file in the Business Office.

*Bills (Current
Expense)*

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$0.00** for the month of **NOVEMBER, 2020** be approved. Record of checks (**#**through **#**), and distributions are on file in the Business Office.

*Bills (Capital
Expense)*

Confirmation of **Bills (Current Expense)** for **OCTOBER, 2020** at **\$2,863,529.95** and checks (**#47044** through **#47261**) and **(Capital Expense)** for **OCTOBER, 2020** at **\$403,098.16** and checks (**#1167** through **1177**).

*Confirmation
of Bills (Current
and Capital
Expense)*

Recommend **acceptance** of the following **High School Central Funds Report** for the month ending **OCTOBER 2020** as per **Document G**.

*MHS Central
Funds Report
Document G*

24. Recommend approval of the first reading of the following policies, as per **Document H**:

*1st Reading of
Policies
Document H*

- **P 1620** - Administrative Employment Contracts (M)
- **P 2431** - Athletic Competition (M)
- **R 2431.1** - Emergency Procedures for Sports and Other Athletic Activity (M)
- **P 2451** - Adult High School (M)
- **P 2464** - Gifted and Talented Students (M)
- **P & R 5330.05** - Seizure Action Plan (M) (New)
- **P 6440** - Cooperative Purchasing (M)
- **P & R 6470.01** - Electronic Funds Transfer and Claimant Certification (M) (New)
- **P & R 7440** - School District Security (M)
- **P 7450** - Property Inventory (M)
- **P & R 7510** - Use of School Facilities (M)
- **P 8420** - Emergency and Crisis Situations (M)
- **P 8561** - Procurement Procedures for School Nutrition Programs (M)
- **P 1648** - Restart and Recovery Plan (M)
- **P 1648.02** – Remote Learning Options for Families (M) (New)
- **P 1648.03** – Restart and Recovery Plan – Full-Time Remote Students (M) (New)
- **Bylaw 0164.6** – Remote Public Board Meeting During a Declared Emergency (M) (New)
- **P 6153** – Tuition Program Policy for Non-Resident/Non-Sending District Regular Education Students

25. Recommend approval of the 2021 Board of Education meeting dates, as per **Document I**.

*2021 Board of
Education
Meetings
Document I*

26. Recommend approval of the Design Change Order Request #2 from Tokarski Millemann Architects, LLC, to provide revised construction documents related to the Manasquan High School multi-purpose indoor facility, in the amount of \$15,000, as per **Document J**.

*Tokarski
Millemann
Change Order
#2
Document J*

27. **Recommend** approval of Contract Amendment #1 with Suburban Consulting Engineers, to provide additional services related to the Manasquan High School indoor multi-purpose indoor facility, in the amount of \$11,200, as per **Document K**.
28. **Recommend** approval of Pay Application #5, from Nickerson Corporation, for the Manasquan High School gymnasium renovations project, in the amount of \$203,826.80 (attorney reviewed and approved).
29. **Recommend** approval of the acceptance of the donation of a new wrestling mat for the Manasquan High School Varsity Wrestling Team, in the value of \$12,913, from the Manasquan Wrestling Club.
30. **Recommend** approval of the acceptance of the donation, in the amount of \$75,000 from the Manasquan Bank, for the purchase of new scoreboards in the Manasquan High School gymnasium.
31. **Recommend** approval of the Hudl Return to Play Agreement, in the year one annual fee of \$7,650.00, as per **Document L** (attorney reviewed and approved).
32. **Recommend** approval of the submission of the School Security Grant application, in the amount of \$90,569.
33. **Recommend** approval of the acceptance of a check, in the amount of \$6,927.01, for the New Jersey School Insurance Group Safety Award Grant, to be used to partially fund the salaries of the district security guards.
34. **Recommend** approval to accept the donation of tools and materials for the woodshop department in the amount of \$35,000, from Mr. Nick Paslawsky, resident of Manasquan.
35. **Recommend** approval to accept the donation of four (4) trees to be planted on the district school grounds, in the amount of \$1,300, from Manasquan Shade Tree Commission.
36. **Recommend** approval of the Finance/Ownership contract with KS State Bank, for the lease/purchase of one (1) Toro Pro Core 864 Aerator, at the annual payment of \$6,316.96 over a five (5) year period, as per **Document M**.
37. **Recommend** approval to abolish following job description:
 - o Elementary School Athletic Coordinator
38. **Recommend** approval of the adoption of following job description, as per **Document N**:
 - o District Athletic Event Coordinator

Professional Days

39. **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>
November 17, 2020	Matthew Hudson	Virtual Webinar	NJSBGA Continuing Education – Intro to UVC Disinfection	No	No Cost to District

Suburban Consulting Engineers – Contract Amendment #1 Document K

Nickerson Corp. Pay App #5

Wrestling Mat Donation

\$75,000 donation for MHS Scoreboards

Hudl Return to Play Agreement Document L

School Security Grant Application

NJSIG Safety Award

Woodshop Tools and Equipment Donation

Tree Donation

KS State Bank Lease Purchase Document M

Job Description Abolishment E.S. Athletic Coordinator

Job Description District Athletic Event Coordinator Document N

MHS Professional Days

Executive Session

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 Grievance)
- ___ 5. Acquisition of Real Property or Investment of Fund
- X 6. Public Safety Procedures (School Safety and Security Plan)
- ___ 7. Litigation or Contract Matters or Att./Client
- X 8. Personnel Matters (Hiring, Resignation, 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.

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

Motion to Reconvene

Motion was made by Mr. Hoverter, seconded by Mr. Leonhardt, and approved by voice vote of all those present in favor to reconvene the meeting at 9:21 p.m. MOTION CARRIED

44. Roll Call

<i>Bruce Bolderman</i>	<i>Mark Furey (Belmar)</i>	<i>Joseph Loffredo</i>
<i>Donna Bossone</i>	<i>Terence Hoverter</i>	<i>Thomas Pellegrino</i>
<i>Martin Burns</i>	<i>Dennis Ingoglia (Brielle)</i>	<i>Alexis Pollock</i>
<i>Eugene Cattani</i>	<i>Todd Leonhardt (Sea Girt)</i>	<i>Alfred Sorino – absent</i>

Quorum Reached

Mr. Cattani asked for a motion to approve Manasquan Item #45.

Motion was made by Mr. Hoverter, seconded by Mr. Burns, to approve Manasquan Item #45 – Elementary School Personnel, as specified in Document 4.

Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (1) Mr. Sorino MOTION CARRIED

Manasquan Item #45

Manasquan Elementary School Personnel Document 4

MANASQUAN
Personnel

45. Recommend approval of the Elementary School personnel as per Document 4.

Mr. Cattani asked for a motion to approve Manasquan/Sending Districts Items #46 and #47.

Motion was made by Mr. Loffredo, seconded by Mrs. Pollock, to approve Manasquan/Sending Districts Items #46, High School Personnel, as specified in Document O and Item #47, the School Safety and Security Plan updated as of October 12, 2020.

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

Manasquan/Sending District Items #46 and #47

MANASQUAN/SENDING DISTRICTS

Personnel

46. Recommend approval of the High School personnel as per **Document O.**

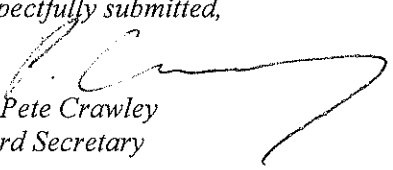
47. Recommend approval of the School Safety and Security Plan updated as of October 12, 2020.
Mr. Cattani asked for a motion to adjourn the meeting.

Motion was made by Mr. Pellegrino, seconded by Mr. Bolderman, and approved by voice vote of all those present in favor to adjourn the meeting at 9:23 p.m. **MOTION CARRIED**

48. Adjournment

Motion to Adjourn

Respectfully submitted,


Dr. Pete Crawley
Board Secretary

*Manasquan
High School
Personnel
Document O*

*School Safety &
Security Plan*

Adjournment