

**MANASQUAN SCHOOL DISTRICT
BOARD OF EDUCATION MEETING**

Manasquan Borough
New Jersey
January 17, 2012

Manasquan Elementary School
Cafeteria
6:00 PM

Work Agenda

1. Call to Order

Opening Statement: Pursuant to New Jersey Administrative Code, Title 10, Chapter 4, Subchapter 10, notice of this meeting has been provided by publication in the Asbury Park Press, and the Coast Star and posted in the Borough Hall of Manasquan and in the schools within the time limits prescribed by law.

2. Pledge of Allegiance

3. Roll Call

Julia Barnes, Thomas Bauer, Trisha Brown, Jack Campbell, Michele Degnan-Spang, Linda DiPalma, Mark Furey, Michelle LaSala, Christine Muly, Jim Smith, Katherine Verdi, John Winterstella

4. NJSBA Training

- Board Self Evaluation
- Superintendent Evaluation

5. Statement to 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. When the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education for discussion it is placed on the work agenda. Only after a full discussion by the Board is action taken.

6. Acceptance of Minutes

01/24-01 Recommend **approval** of the acceptance of the minutes of the Open Agenda Work Session and Closed Executive Session of Tuesday, December 13, 2011 and the Regular Open Business Meeting of Tuesday, December 20, 2011.

7. Presentations

January 17, 2012 - Birdsall Services Group
Fraytak Veisz Hopkins Duthie, P.C.

8. Reports

January 17, 2012 - Buildings and Grounds Committee
January 17, 2012 – Finance Committee
January 24, 2012 – Progress towards School Goals
January 24, 2012 - 2011- 2012 Budget update

9. Superintendent's Report & Information Items

01/24-02 Recommend **approval** of the acceptance of the Superintendent's Reports as listed below:

Enrollment Report – **Document A**
Suspension, Bus & Fire Drill Reports- **Document B**
HIB Report **Document C**

10. Public Forum

Time may be allocated for public comment at this meeting. Each speaker may be allotted a time when recognized by the presiding officer. 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 in keeping with the conduct of a proper and efficient meeting. The Board will not respond to questions during the public participation portion of this meeting involving the employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific, prospective or current employee. This public forum is limited to comment on items included in this agenda only.

11. Manasquan

01/24-03 Recommend **approval** of the **Elementary School personnel as specified in Document D**.

01/24-04 Recommend **approval** of the **Elementary School Professional Days and Field Trips** submitted as per – **Document E**.

01/24-05 Recommend **approval** of the **2011-2012 transportation contract** and agreements beginning January 17, 2012 and ending June 30, 2012, as per **Document F**.

- 01/24-06 Recommend **approval** of Dr. Pietrucha, Neurologist, to conduct neurological evaluation at a rate of **\$175.00** for elementary student #121403 as part of a Child Study Team Evaluation.
- 01/24-07 Recommend **approval** to submit the **2011-2012** application for **Extraordinary Aid**.
- 01/24-08 Recommend **approval** to **amend** the amount of district taxes approved on the December 20, 2011 agenda to reflect the correct amount of taxes due as **\$2,553,365.80**. (Changed from \$3,086,215.80).
- 01/24-09 Recommend **approval** of the submission of the final report of NCLB for the 2010-2011 SY.
- 01/24-10 Recommend **approval** to appoint and contract with _____ to provide mechanical and electrical engineering services for the Proposed Boiler Replacement at the Manasquan Elementary School, in an amount not to exceed \$ _____.
- 01/24-11 Recommend **approval** to advertise to solicit **bids** for the Elementary School Boiler Replacement Project.
- 01/24-12 Recommend **acceptance** of the following **Financial Reports, Elementary School Central Funds Report and Payment and Confirmation of Bills (Capital Expense)** as noted in **A, B, and C**:

A) Secretary's Financial & Investment Report as per **Document G**.

B) Elementary School Central Funds Report as per **Document H**.

C) Bills and Confirmation of Bills (Capital Expense)

A) The Business Administrator/Board Secretary certifies that as of

B) **December 31, 2011**, 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.

A) Be It Resolved: that the amount of **district taxes**, *excluding* debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,020,515.80** and that the 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. 6:20-2A.10(d), the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **December 31, 2011** 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 **December 31, 2011** per **Document G**. (The Treasurer of School Moneys Report for the

month of **December 2011** is on file in the Business Office and is in balance with the Secretary's Report)

Pursuant to N.J.A.C. 6:20-2A.10(e), 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 **December 31, 2011** it is to the best of our knowledge that no major account fund has been expended 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 **2011-2012 budgets** for **December** and **January** as recommended by the Superintendent of Schools, as per **Document G**.

C) **Recommend acceptance** of the **Elementary School Central Funds Report** for the month ending **December 31, 2011**, as per **Document H**.

C) **Be It Resolved:** that the **Bills (Capital Expense)** in the amount of **\$ 0** for **January 2012** be approved. Record of checks (**# N/A**), distributions are on file in the Business Office.

Confirmation of Bills (Capital Expense) for December 2011 at \$00000 and checks (# 0000).

12. Manasquan/Sending Districts

- | | |
|-----------------|---|
| <u>01/24-13</u> | Recommend approval of the High School personnel as specified in Document <u>1</u> . |
| <u>01/24-14</u> | Recommend approval of the High School Professional Days and Field Trips submitted as per Document <u>2</u> . |
| <u>01/24-15</u> | Recommend approval of the students for treatment and/or placement as prescribed by the Child Study Team – as per Document <u>3</u> . |
| <u>01/24-16</u> | Recommend approval of reimbursement in the amount of \$235.00 to student #5419 (class of 2011) for lost Ice Hockey uniform, recently found and returned in good condition. |
| <u>01/24-17</u> | Recommend approval for Alternative Micrographics, Inc. to transfer Special Education student records to microfiche at a cost of \$18,199.25 . |
| <u>01/24-18</u> | Recommend approval to appoint Fraytac, Veisz, Hopkins & Duthie, P.C. (FVHD), to develop bid specifications, oversee the bidding process and provide construction administration of the High School roofing project, not to exceed \$73,100.00 plus soft costs. |
| <u>01/24-19</u> | Recommend approval of the 1st reading of revised Manasquan Board of |

Education Bylaws and Policies as listed below, available at the Board of Education office:

BYLAWS

0155 – Board Committees

POLICIES

2438 – Student in Good Standing

01/24-20 Recommend **approval** of the **2nd reading** and adoption of **new Manasquan Board of Education Policies** as listed below, available at the Board of Education office:

5519 - Dating Violence at School
6472 - Tuition Assistance

01/24-21 Recommend **approval** of the **2nd reading** of **revised Manasquan Board of Education Bylaws and Policies** as listed below, available at the Board of Education office:

BYLAWS

0168 – Recording Board Meetings

POLICIES

6320 – Purchase Subject to Bid
6424 - Emergency Contracts
8505 - School Nutrition
9180 - School Volunteers
9181 - Volunteer Athletic Coaches and Co-Curricular Activity
Advisors/Assistants

01/24-22 Recommend **approval** of Technology Purchases in accordance with State and WSCA contracts and Middlesex Regional ESC Co-operative, in the amount of **\$67,657.43**, as per Document **4**.

01/24-23 Recommend **approval** for Service Works Inc. (SWI) – (State Contract #65177) to upgrade the originally proposed security monitor to a 27” Widescreen Monitor, in the amount of **\$122.00**, and provide four (4) additional cameras and video intercom, in the amount of **\$8,200.00** as per **Document 5** and proposal on file in the Business Office. A portion of this purchase will be funded through the NSBAIG’S 2011 Safety Grant Award of **\$6,273.10**, with the balance funded through the current operating budget.

01/24-24 Recommend **approval** to advertise to solicit **bids** for the High School Roofing Project.

01/24-25

Recommend acceptance of the following High School Central Funds Report, Purchase Orders and Payment and Confirmation of Bills (Current Expense) as noted in A, B, C and D.

A) High School Central Funds Report as per **Document 6** .

B) Purchase Orders as per **Document 7** .

C) Cafeteria Report as per **Document 8** .

D) Bills and Confirmation of Bills (Current Expense)

A) **High School Central Funds Report** for the month ending **November 30, 2011**, as per **Document 6** .

B) **Purchase Orders** for the month of **January 2012**, be approved, as per **Document 7** .

C) **Recommend acceptance of the Cafeteria Report** for the month ending **December 31, 2011**, as per **Document 8** .

D) **Be it Resolved:** that the **Bills (Current Expense)** in the amount of _____ the month of **January 2012** be approved. Records of Checks (**#00000- #00000**) and distributions are on file in the Business Office.

Confirmation of Bills (Current Expense) for December 2011 at \$0000000 and checks (#00000 - #00000).

13. **Old Business/New Business**

14. **Public Forum**

15. **Sunshine Law Resolutions**

WHEREAS, pursuant to N.J.S.A. 10:4-12 (b), the Board of Education may exclude the public from that portion of a public meeting at which the board discusses any of the matters described at N.J.S.A. 10:4-12 (b) (1)-(9);

NOW THEREFORE BE IT RESOLVED that the Board of Education shall forthwith enter into closed session to discuss the following matter(s) concerning:

X Matters rendered confidential by state or federal law

Student issues (30 minutes)

___ Appointment of a public official

___ Matters covered by the attorney-client privilege

___ Pending or anticipated litigation

X Pending or anticipated contract negotiations (20 minutes)

___ Protection of the safety or property of the public

___ Matters in which the release of information would impair a right to receive funds from the United States Government

___ Matters concerning collective negotiations and/or the negotiations of terms and conditions of employment of employees of the Board of Education

____ Possible imposition of a civil penalty or suspension

____ Student Hearing

BE IT FURTHER RESOLVED that said discussion may be disclosed to the public when reasons for discussing and acting upon it in closed session no longer exist.

16. Adjournment

01/24-26 Motion to Adjourn