

MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Manasquan Borough
New Jersey
February 21, 2012

Manasquan Elementary School
Cafeteria
7:00 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. 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. Almost without exception, 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.

5. Board President Nomination

02/21-01 **Resolution:** to nominate and elect a President of the Manasquan Board of Education for the period beginning February 21, 2012 and ending at the next organization meeting of the Board of Education.

6. Acceptance of Minutes

02/28-01 Recommend **approval** of the acceptance of the minutes of the Open Agenda Work Session and Closed Executive Session of Tuesday, January 17, 2012, and the Regular Open Business Meeting and Closed Executive Session of Tuesday, January 24, 2012.

7. **Presentations**

8. **Reports**

Finance Committee
Buildings and Grounds Committee

9. **Superintendent's Report & Information Items**

02/28-02 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**

02/28-03 Recommend **approval** of the **Elementary School personnel as specified in Document D**.

02/28-04 Recommend **approval** of the **Elementary School Professional Days and Field Trips** submitted as per – **Document E**.

02/28-05 Recommend **approval** of a bilingual Learning Evaluation to be conducted by Marc Seidenstein at a rate of **\$500.00** for student #121008 (MES) as part of a Child Study Team Evaluation.

02/28-06 Recommend **approval** of a bilingual Speech & Language Evaluation to be conducted by Monmouth Ocean Educational Services Commission at a rate of **\$275.00** for student #121008 (MES) as part of a Child Study Team Evaluation.

02/28-07 Recommend **approval** to appoint and contract with **Birdsall Services Group** to provide mechanical and electrical engineering services for the Proposed Boiler Replacement at the Manasquan Elementary School, in an amount not to exceed **\$24,000.00**.

02/28-08 Recommend **approval** to advertise to solicit **bids** for the elementary school boiler replacement project.

02/28-09 Recommend **approval** of transportation contracts and agreements for the 2011-12 school year as per Document ____.

02/28-10 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** ____.
- B) Elementary School Central Funds Report as per **Document** ____.
- C) Bills and Confirmation of Bills (Capital Expense)

- A) The Business Administrator/Board Secretary certifies that as of
- B) **January 31, 2012**, no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Be It Resolved: Pursuant to N.J.A.C. 6:20-2A.10(d), the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **January 31, 2012** 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 **January 31, 2012** per **Document** ____ (The Treasurer of School Moneys Report for the month of **January 2012** 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 **January 31, 2012** 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 **January** and **February** as recommended by the Superintendent of Schools, as per **Document** ____.

- C) **Recommend acceptance** of the **Elementary School Central Funds Report** for the month ending **January 31, 2012**, as per **Document** ____.

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

Confirmation of Bills (Capital Expense) for **January 2012** at **\$00000** and checks (**# 0000**).

12. Manasquan/Sending Districts

- 02/28-11 Recommend **approval** of the **High School personnel** as specified in **Document 1**.
- 02/28-12 Recommend **approval** of the **High School Professional Days and Field Trips** submitted as per **Document 2**.
- 02/28-13 Recommend **approval** of the students for treatment and/or placement as prescribed by the **Child Study Team** – as per **Document 3**.
- 02/28-14 Recommend **approval** to accept funding through the **Carl D. Perkins Career and Technical Education Grant**, in the amount of **\$16,068.00** for the 2012-2013 school year.
- 02/28-15 Recommend **approval** of the **2012-2013 School Calendar** as per **Document 4**.
- 02/28-16 Recommend **approval** to apply for the **Race to The Top Phase Three (RTTT3)** funding allocation in the amount of **\$5,465.00** for the 2011-2012 SY.
- 02/28-17 Recommend **approval** of the **revised** budget calendar for the **2012-2013 SY** as per **Document**.
- 02/28-18 Recommend **approval** of the proposed budget for the **2012-2013 SY** as per **Document**.
- 02/28-19 Recommend **approval** of the **2012-13 Tuition Rates** as per **Document**.
- 02/28-20 Recommend **approval** of an amendment to the Maximum Capital Reserve Account and M-1 as per **Document**.
- 02/28-21 Recommend **approval** of the maximum expense for travel for the 2012-13 school year for all staff and board members as per **Document**.
- 02/28-22 Recommend **approval** to authorize Faridy Veisz Hopkins Duthie, P.C., to submit project documents for roof replacement at the Manasquan High School to the NJDOE as per **Document**.
- 02/28-23 Recommend **approval** to contract with Accuscan for digital archiving services, in an amount not to exceed \$15,000.00. Accuscan will handle all aspects of this project from pick up through scanning and acquiring the required certification by NJDARM.
- 02/28-24 Recommend **approval** to contract with **Information Destruction System, LLC** for on-site shredding and disposal of records in accordance with NJDARM, in an amount not to exceed MRESC 10/11-50 Co-op bidding.
- 02/28-25 Recommend **approval** to contract with Maximus, to conduct a fixed assets inventory, in an amount not to exceed **_____**.

02/28-26 Recommend **approval** to dispose of the following un-repairable equipment as per Document _____. This equipment is obsolete and no longer operational or repairable.

02/28-27 Recommend **approval** of the 2nd **reading** and **adoption** of the 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

02/28-28 Recommend **approval** to advertise to solicit bids for the high school wiring project.

02/28-29 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** ____.
- B) Purchase Orders as per **Document** ____.
- C) Cafeteria Report as per **Document** ____.
- D) Bills and Confirmation of Bills (Current Expense)

A) **High School Central Funds Report** for the month ending **January 31, 2012** as per **Document** ____.

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

C) **Recommend acceptance** of the **Cafeteria Report** for the month ending **January 30, 2012**, as per **Document** ____.

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

Confirmation of Bills (Current Expense) for **January 2012** at **\$0000000** and checks (**#00000 - #00000**).

13. **Old Business/New Business**

SRO

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:

- Matters rendered confidential by state or federal law
(Personnel Issues, 30 minutes)
- Appointment of a public official
- Matters covered by the attorney-client privilege
(10 minutes)
- Pending or anticipated litigation
- Pending or anticipated contract negotiations
(Negotiation Committee report, 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

02/28-30 Motion to Adjourn