

MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Manasquan Borough
New Jersey
February 28, 2012

Manasquan Elementary School
Cafeteria
6:00 PM

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. Closed Session

- Superintendent's 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. 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.

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**

- Ms. Hill's Kindergarten Class
- Manasquan High School Crisis Team

8. **Reports**

- Budget Presentation

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 F**.
- 02/28-10 Recommend **approval** for **Jill Takacs** to provide a workshop for **Coordinator/Training for Teacher Presenters** for a fee of **\$500.00**.
- 02/28-11 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 **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 G**. (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 G**.

- B) **Recommend acceptance** of the **Elementary School Central Funds Report** for the month ending **January 31, 2012**, as per **Document H**.
- C) **Be It Resolved:** that the **Bills (Capital Expense)** in the amount of **\$ 355.12** for **February 2012** be approved. Record of checks (**#1260**), distributions are on file in the Business Office.

Confirmation of Bills (Capital Expense) for January 2012 at \$26,300.00 and checks (#1259).

12. Manasquan/Sending Districts

- 02/28-12 Recommend **approval** of the **High School personnel** as specified in **Document 1**.
- 02/28-13 Recommend **approval** of the **High School Professional Days and Field Trips** submitted as per **Document 2**.
- 02/28-14 Recommend **approval** of the students for treatment and/or placement as prescribed by the **Child Study Team** – as per **Document 3**.
- 02/28-15 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.
- 02/28-16 Recommend **approval** of the **2012-2013 School Calendar** as per **Document 4**.
- 02/28-17 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.
- 02/28-18 Recommend **approval** of the **revised** budget calendar for the **2012-2013 SY** as per **Document 5**.
- 02/28-19 Recommend **approval** of the proposed budget for the **2012-2013 SY** as per **Document 6**.
- 02/28-20 Recommend **approval** of the **2012-13 Tuition Rates** as per **Document 7**.
- 02/28-21 Recommend **approval** of an amendment to the Maximum Capital Reserve Account and M-1 as per **Document 8**.
- 02/28-22 Recommend **approval** of the maximum expense for travel for the 2012-13 school year for all staff and board members as per **Document 9**.
- 02/28-23 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 10**.

- 02/28-24 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.
- 02/28-25 Recommend **approval** to contract with **Safeguard Document Destruction Inc.** for on-site shredding and disposal of records in accordance with NJDARM, in an amount not to exceed **\$800.00**.
- 02/28-26 Recommend **approval** to contract with **Maximus**, to conduct a fixed assets inventory, in an amount not to exceed **\$7,000.00**.
- 02/28-27 Recommend **approval** to dispose of the following un-repairable equipment as per Document 11. This equipment is obsolete and no longer operational or repairable.
- 02/28-28 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

- 02/28-29 Recommend **approval** to advertise to solicit bids for the high school wiring project.
- 02/28-30 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 12.

B) Purchase Orders as per Document 13.

C) Cafeteria Report as per Document 14.

D) Bills and Confirmation of Bills (Current Expense)

- A) **High School Central Funds Report** for the month ending **January 31, 2012** as per Document 12.
- B) **Purchase Orders** for the month of **February 2012**, be approved, as per Document 13.
- C) Recommend **acceptance** of the **Cafeteria Report** for the month ending **January 30, 2012**, as per Document 14.
- D) **Be it Resolved:** that the **Bills (Current Expense)** in the amount of **\$1,322,548.27** the month of **February 2012** be approved. Records of Checks (#30302 - #30441) and distributions are on file in the Business

Office.

**Confirmation of Bills (Current Expense) for January 2012 at
\$3,003,936.65 and checks (#30164 - #30301).**

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:

- ☐ Matters rendered confidential by state or federal law
- ☐ Appointment of a public official
- ☒ Matters covered by the attorney-client privilege
 - Report of ad hoc committee concerning volunteer coach (15 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

02/28-31 Motion to Adjourn

MANASQUAN PUBLIC SCHOOLS
JANUARY 31, 2012 ENROLLMENT REPORT (GRADE SIZES)
ELEMENTARY SCHOOL

Grade	Comparative Figures - ES				
Kdg	75	(4 sections)	September	2000	695
1st	55	(3 sections)	September	2001	695
2nd	71	(4 sections)	September	2002	691
3rd	78	(4 sections)	September	2003	691
4th	68	(3 sections)	September	2004	681
5th	64	(3 sections)	September	2005	703
6th	86	(4 sections)	September	2006	688
7th	78	(4 sections)	September	2007	684
8th	95	(4 sections)	September	2008	696
Pre-Schl. Hand.	6	(1 section)	September	2009	709
LD	5		September	2010	684
Total	681		September	2011	677

	HIGH SCHOOL				
	Grade 9	Grade 10	Grade 11	Grade 12	Totals
Avon	6	6	6	9	27
Belmar	27	26	24	29	106
Brielle	70	68	55	63	256
Lake Como	18	17	11	7	53
Manasquan	63	76	61	74	274
Sea Girt	12	9	10	10	41
Spring Lake	9	18	18	15	60
Spring Lake Heights	32	34	21	41	128
Parent Paid	1	3	1	0	5
LLD (Learning/Lang. Disabilities)	6	6	1	1	14
Sub-totals	244	263	208	249	964

Shared-time:

Avon	0	0	0	0	0
Belmar	3	2	5	4	14
Brielle	0	2	4	2	8
Lake Como	1	1	0	5	7
Manasquan	0	1	3	1	5
Sea Girt	0	0	0	0	0
Spring Lake	0	0	1	0	1
Spring Lake Heights	0	1	2	0	3
Parent Paid	0	0	0	0	0
LLD/Voc shared time	2	1	3	1	7
Sub-totals	6	8	18	13	45

High School Totals 250 271 226 262 **1009**

Comparative Figures - HS

September	2000	913
September	2001	971
September	2002	1059
September	2003	1078
September	2004	1063
September	2005	1047
September	2006	1052
September	2006	1052
September	2007	1025
September	2008	1028
September	2009	1016
September	2010	1028
September	2011	1022

DISTRICT TOTAL: January 2012 = 1,690
 (December 23, 2011 = 1,692)

MANASQUAN SCHOOLS
COMPARISON OF ATTENDANCE PERCENTAGES

HIGH SCHOOL				ELEMENTARY SCHOOL			
<u>PERCENTAGE</u>	<u>ADE</u>	<u>ABSENTEE AVERAGE</u>		<u>PERCENTAGE</u>	<u>ADE</u>	<u>ABSENTEE AVERAGE</u>	
Sep-10	95.9	1007.17	34	Sep-10	98.109	681.235	668.353
Sep-11	95.54	1003	40	Sep-11	97.745	679.944	665.056
Oct-10	94.22	957.18	50	Oct-10	97.392	684.55	667.7
Oct-11	94.7	991.48	48	October 2011	96.84	677.3	656.65
Nov-10	93.8	1012.31	52	Nov-10	96.304	685.444	661.222
Nov-11	95.3	985.94	42	Nov-11	95.682	681.944	653.167
Dec-10	93.07	1010.59	58	Dec-10	96.086	685.294	659.529
Dec-11	94.02	983.97	54	Dec-11	95.48	683.176	653.824
Jan-11	92.87	1011.47	57	Jan-11	95.779	687.105	658.526
Jan-12	94.29	985.4	50	Jan-12	95.383	683.4	654
Feb-11	92.89	1010.63	57	Feb-11	95.148	691.067	658.533
Feb-12				Feb-12			
Mar-11	92.81	1009.35	55	Mar-11	95.198	691.739	659.609
Mar-12				Mar-12			
Apr-11	93.29	957.9	50	Apr-11	95.046	689.067	655.933
Apr-12				Apr-12			
May-11	91.53	1006.66	65	May-11	96.794	689.19	668.095
May-12				May-12			
Jun-11	94.1	1006.36	40	Jun-11	96.211	630.094	607.111
Jun-12				Jun-12			

	HIGH SCHOOL SUSPENSIONS BY MONTH										
	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUNE	TOTAL
FIGHTING	2	2	1	2							7
DISRESPECTFUL TO STAFF/PROFANITY	1	1	1	1							4
POSSESSION & USE OF DRUGS	1	1	1								3
UNDER THE INFLUENCE	1	0	1		1						3
LEWD/OBSCENE BEHAVIOR		1									1
TRUANCY		1									1
CUTTING CLASS		2	1	2	3						8
FAILURE TO REPORT TO SATURDAY DETENTION		8	5	13	5						31
LEAVING SCHOOL GROUNDS		1		1							2
ACCUMULATION OF DEMERITS			3	1	4						8
VERBAL THREAT TO ANOTHER STUDENT				1							1
THEFT					9						9
FAILURE TO FOLLOW PROCEDURES FOR PUOD					1						1
NUMBER OF INDIVIDUAL SUSPENSIONS	5	17	13	21	23						79
SUSPENSION NO LOSS OF CLASS TIME											
SATURDAY DETENTION	0	19	15	21	40						95
SMOKING - INSIGHT PROGRAM	0										
STUDENTS SUSPENDED 1 TIME	31							1			
STUDENTS SUSPENDED 2 TIMES	13							1			
STUDENTS SUSPENDED 3 TIMES	1										
STUDENTS SUSPENDED 4 TIMES	2										
TOTAL NUMBER OF SUSPENSIONS TO DATE					79						
TOTAL NUMBER OF INDIVIDUAL STUDENTS SUSPENDED TO DATE					49						

ELEMENTARY SCHOOL SUSPENSIONS BY MONTH

	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APRIL	MAY	JUNE	TOTAL
Tardy											
Profanity											
Cut Detention/Cut Class											
Leaving School Grounds											
Smoking											
Willful Disobedience											
Truant		1									
Forged Note											
Fighting			2								
Conduct of Such Character											
Destruction of School and Personal Property											
Threatening Staff Member											
Threatening Student											
Disturbance in Class											
Harrassment of Student				1							
Possession of Drug/Alcohol											
Insubordination											
Possession of Stolen Property	1			1							
Possession of a Weapon											
Simple Assault	1		1								
TOTAL	2	1	3	2	0						8

ELEMENTARY SCHOOL SUSPENSIONS BY GRADE

	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8
Tardy						
Profanity						
Cut Detention/Cut Class						
Leaving School Grounds						
Smoking						
Willful Disobedience						
Truant						
Forged Note						
Fighting						
Conduct of Such Character						
Destruction of School and Personal Property						
Threatening Staff Member						
Threatening Student						
Disturbance in Class						
Harrassment of Student						
Possession of Drug/Alcohol						
Insubordination						
Possession of Stolen Property						
Possession of a Weapon						
Simple Assault						
TOTAL	0	0	0	0	0	0

HIGH SCHOOL

<u>DATE OF DRILL</u>	<u>TIME OF DRILL</u>	<u>LENGTH OF DRILL</u>	<u>COMMENTS</u>	<u>SECURITY DRILLS</u>
SEPTEMBER 9	9:15	8 minutes	FireDrill	
SEPTEMBER 19	1:20 PM	25 minutes		Evacuation
OCTOBER 7	1:20 PM	8 minutes	FireDrill	
OCTOBER 26	9:23	28 minutes		Evacuation
NOVEMBER 21	8:08	8 minutes	Fire Drill	
NOVEMBER 18	1:19 PM			Bomb Threat
DECEMBER 6	1:32PM	7 minutes	Fire Drill	
DECEMBER 19	9:15			Lockdown
JANUARY 10	8:12	6 minutes	Fire Drill	
FEBRUARY				
FEBRUARY				
MARCH				
MARCH				
APRIL				
APRIL				
MAY				
MAY				
JUNE				
JUNE				

ELEMENTARY SCHOOL

[illegible]

FEBRUARY 28, 2012

DOCUMENT D

ELEMENTARY SCHOOL PERSONNEL

THE CHIEF SCHOOL ADMINISTRATOR RECOMMENDS THE FOLLOWING
ELEMENTARY SCHOOL PERSONNEL TO THE BOARD OF EDUCATION:

1. Recommend **approval** of the following **extracurricular assignment** for the **2011-2012 SY**:

JoAnn Bonaccolta - **Project Awakening Advisor** at a stipend of \$935.00

2. Recommend **approval** to *extend* the **Child Care Leave of Absence** for TCH.ES.SPED.RR.12 (4326) to **May 1, 2012. (Previously approved to return April 2, 2012)**

3. Recommend **approval** for the following teachers to receive a **stipend of \$57.00 each** for a **Technology Workshop Presentation** on **February 21, 2012**:

Mark Levy

Kirt Wahl

Marc Reid

4. Recommend approval of the request for CUS.ES.CUST.NA.11, (4352), to take a **paid medical leave of absence** beginning **February 16, 2012** through **March 30, 2012**.
5. Recommend **approval** to *amend* the salary of Lorissa Voorhees, **Elementary School L.D.T.C., from Step 8D - \$66,250.00 to Step 9D - \$70,000.00.**
6. Recommend **approval** to *amend* the dates for TCH.ES.ELEM.03.07, (4098), *from* **paid medical leave of absence** beginning **March 29, 2012** through **May 31, 2012** and a **Family Leave of Absence** beginning **June 1, 2012** through **November 7, 2012**. A **Child Care Leave of Absence** will begin **November 8, 2012** through **December 21, 2012** to a **paid medical leave of absence** beginning **March 19, 2012** through **May 18, 2012** and a **Family Leave of Absence** beginning **May 21, 2012** through **October 30, 2012**. A **Child Care Leave of Absence** will begin **October 31, 2012** through **December 21, 2012. (Previously approved December 20, 2011)**
7. Recommend **approval** of the request for TCH.ES.GYM.FL.02, (4094), to take a **paid medical leave of absence** beginning **April 18, 2012** through **June 19, 2012**.

ELEMENTARY SCHOOL REQUESTS FOR PROFESSIONAL DAYS SUBMITTED FEBRUARY 2012 DOCUMENT E

<u>DATE</u>	<u>NAME</u>	<u>ASSIGNMENT / DESTINATION</u>	<u>PURPOSE</u>	<u>SUB</u>	<u>OTHER BD. COSTS</u>
24-Feb-12	Nancy Sanders	Toms River	Section 504: Keys to Ensuring your School is Compliant	NO	\$75 registration \$9.00 mileage
March 1 - 4, 2012	Teri Trumpbour	New York City	National Art Education Convention	Yes	None
	Kim Craig, Lou Certo, Teresa Reichley, Carrie Eastmond, Annmarie LaMorticella	Elementary School	National Junior Honor Society Faculty Council meeting	Yes - 5 1/2 Day	None
23-Feb-12		Elementary School			
May 21 & 22, 2012	Lou Certo Kristine Yellowich	Elementary School	Curriculum Writing	Yes - 1	None
19-Mar-12	Lorissa Voorhees	Monmouth Regional High School	LDTC Symposium	No	\$9.61 mileage
19-Apr-12	Alissa Fleming	Long Branch	NJ Speech Convention	No	None
April 19 & 20, 2012	Joan Akins	Long Branch	NJ Speech Convention	No	None

ELEMENTARY SCHOOL REQUESTS FOR FIELD TRIPS SUBMITTED FEBRUARY 2012

DOCUMENT E

<u>DATE</u>	<u>NAME</u>	<u>SUBJECT</u>	<u>DESTINATION</u>	<u>PURPOSE</u>	<u>SUB</u>	<u>OTHER BD COSTS</u>	<u>OTHER FUND</u>
30-Mar-12	Jill Wells Joan Akins	Occupational Therapy	Aunt DiDis, Manasquan	To improve social and life skills	No	None	
18-May-12	Jill Wells Joan Akins	Occupational Therapy	Squan Tavern	To improve social skills awareness	No	None	
1-Jun-12	Joe Battista	Band	Dorney Park	Band Festival	Yes - 5	\$1,300 transportation	
25-Apr-12	Jill Wells Kindle Kuriscak	Resource	Paramount Diner	To apply money management and social skills into real life situations	No	None	
24-May-12	Deborah Kehoe Jill Wells	Resource/ Occupational Therapy	Broadway Diner	To apply money management and social skills into real life situations	No	None	

JANUARY 24, 2012

TRANSPORTATION CONTRACTS AND AGREEMENTS
2011-12 SCHOOL YEAR
MANASQUAN BOARD OF EDUCATION

BE IT RESOLVED by the Manasquan Board of Education that the following transportation contracts and agreements be approved for the 2011-2012 school year:

<u>ROUTE NO.</u>	<u>CONTRACTOR</u>	<u>SCHOOL</u>	<u>NUMBER OF STUDENTS</u>	<u>COST</u>
E1606	M-OESC Briggs	Rugby School Wall	1 Effective 1/17/12 Cancelled 1/31/12 - temporary route	\$119.35 per diem *includes bus aide
1606	M-OESC Hartnett Transet	Rugby School Wall	1 Effective 2/1/12	\$85.37 per diem *includes bus aide
6507	M-OESC Coast Answering	Harbor School Eatontown	1 Effective 2/16/12	\$44.06 per diem

FEBRUARY 28, 2012

DOCUMENT 1

HIGH SCHOOL PERSONNEL

THE CHIEF SCHOOL ADMINISTRATOR RECOMMENDS THE FOLLOWING HIGH SCHOOL/DISTRICT PERSONNEL TO THE BOARD OF EDUCATION:

1. Recommend **approval** to *rescind* the following **substitute(s)** for the **2011 – 2012 SY**:

Kevin Sampson - Teacher

2. Recommend **approval** of the following **non paid volunteer** for the **2011-2012 SY**:

Jared Morris - Assistant Baseball Coach

Greg Kapalko - Assistant Softball Coach

Kaitlin McLaughlin - Assistant Track Coach

3. Recommend **approval** of the request for **TCH.HS.ESL.FL.01, (4420)** to take a **paid medical leave of absence** beginning **April 16, 2012** through **June 1, 2012** and a **Family Leave of Absence** beginning **June 2, 2012** through **November 8, 2012**.

4. Recommend **approval** of the following **substitutes/home instructor** for the **2011-2012 SY**:

Eileen Wallace - Athletic Trainer

Gregory Gavan - Teacher

Vincent Giunco - Teacher

Kathleen Gibson - Home Instructor

5. Recommend **approval** of the following coaches to take the **N.J.S.I.A.A. Mandated Coaching Certification Course** at a cost of **\$75.00/each**:

Elizabeth Lowes

Kevin Preston

Vincent Giunco

6. Recommend **approval** of the following **extracurricular/coaching assignments** for the **2011-2012 SY**:

Vincent Giunco - Golf Coach at Step 8 - \$4,500.00 – *to begin once substitute certificate is issued*

Kevin Preston - Assistant Boys' Lacrosse Coach at Step 1 - \$2,400.00

Nicole Klindworth - Drama Assistant at a stipend of \$2,900.00 - *to begin once substitute certificate is issued*

HIGH SCHOOL REQUESTS FOR FIELD TRIPS SUBMITTED FEBRUARY 2012

DOCUMENT 2

<u>DATE</u>	<u>NAME</u>	<u>SUBJECT</u>	<u>DESTINATION</u>	<u>PURPOSE</u>	<u>SUB</u>	<u>OTHER BD COSTS</u>	<u>OTHER FUND</u>
25-Feb-12	Martin Januario	French Club	Princeton University	Guided tour of museum and campus	No	None	Students
March 13 & 14, 2012	Jim Fagen	History	St. Peters College	Model UN Conference	Yes - 2	\$970 transportation	
March 14, 21, 28, 2012	Lisa Crowning	Biology	Allentown High School	To compete in an academic quiz bowl	Yes - 1	\$300 transportation	
23-Mar-12	Lisa Crowning	Biology	MAST Academy	To compete in an academic bowl	Yes - 1	\$300 transportation	
March 5, 2012				MHS students will be assisting SLH students with Spring Lake Heights Elementary	No	None	
March 9, 2012	Jill Santucci	Peer		promoting Project Unify	No	None	

HIGH SCHOOL REQUESTS FOR PROFESSIONAL DAYS SUBMITTED FEBRUARY 2012

DOCUM 12

<u>DATE</u>	<u>NAME</u>	<u>ASSIGNMENT / DESTINATION</u>	<u>PURPOSE</u>	<u>SUB</u>	<u>OTHER BD. COSTS</u>
6-Feb-12	Jennifer Kackos	Webinar	Contour Data	Yes	None
3-Feb-12	Andrew Biloiseau	NJSIAA, Robbinsville	Student Athlete All Star Selection	Yes	None
2-Apr-12	Craig Murn	Monroe Township	Assessing the Common Core	Yes	\$99 registration \$21.42 mileage
14-Mar-12	Jesse Place	Monroe Township	Technology Conference	No	\$147 registration \$20.46 mileage
March 12 - 15, 2012	Ron Komegay	Atlantic City	NJ Athletic Directors Workshop	No	\$350 registration \$189.05 mileage

CENTRAL ADMINISTRATION REQUESTS FOR PROFESSIONAL DAYS

March 12 & 19, 2012	Linda DiPalma	Webinar	Mandated board training	No	\$50 registration
April 3 & 4, 2012	Bernie Bigley	Atlantic City	Buildings & Grounds Assoc. Annual Conference	No	\$100 registration \$89.28 mileage \$20 parking \$32 tolls
March 14, March 28, April 11, April 25, 2012	Geri Margin, Rick Coppola, Barbara Kerensky, Pete Cahill, Craig Murin, Colleen Graziano, Jesse Place	Red Bank	Monmouth County Roundtable	Yes - 2	\$100 registration \$11.70/ea. mileage
1-Mar-12	Cory Schnebel, Kevin DeForge, Jeff Norris	Tinton Falls	Low pressure boiler course	No	\$1,500 registration \$8.45/ea. per day
	Chris Muly	Howell Township	NJSBA Program	No	None

Manasquan Public Schools

2012-2013

School Calendar

DOCUMENT 4

APPROVED:

SEPTEMBER 2012

S	M	T	W	T	F	S
						1
2	3	4	(5)	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

OCTOBER 2012

S	M	T	W	T	F	S
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7	/8/	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER 2012

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	/8	9/	10
11	12	13	14	15	16	17
18	19	20	21	/22	23/	24
25	26	27	28	29	30	

DECEMBER 2012

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23	/24	25	26	27	28	29
30	31					

JANUARY 2013

S	M	T	W	T	F	S
		1/	(2)	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	/21/	22	23	24	25	26
27	/28/	29	30	31		

Pupil Days

September

3 Labor Day
4 Orientation/General Faculty Meeting
5 Schools Open - ½ Day Students / Staff In-service
20 ½ Day Students / Staff In-service

October

8 Columbus Day - District In-service

November

8 NJEA Convention
9 NJEA Convention
22 Thanksgiving Day
23 Thanksgiving Recess

December

21 Holiday Recess Begins at 12:30 p.m.

January

2 Schools Re-open
21 Martin Luther King Day
28 District In-service

February

11 Winter Recess Begins
18 Schools Re-open

March

29 Spring Recess Begins
31 Easter Sunday

April

8 Schools Re-open

May

27 Memorial Day

June

19 Students' Last Day
20 Teachers' Last Day

Total Pupil Days: 180
Total Teacher Days: 184

THIS SCHEDULE IS SUBJECT TO EMERGENCY CHANGES & OTHER ADJUSTMENTS AS APPROVED BY THE BOARD AND/OR SUPERINTENDENT. JANUARY 21 WILL BE USED AS A MAKE UP DAY IF SNOW DAYS OCCUR BEFORE THAT DAY. JUNE 20 WILL BE USED AS A MAKE UP DAY IF NECESSARY. ANY ADDITIONAL DAYS WILL BE MADE UP AT THE END OF THE SCHOOL YEAR. NO PLANS SHOULD BE MADE THAT CANNOT BE ADJUSTED.

/ / SCHOOLS CLOSED
() SCHOOLS REOPEN

FEBRUARY 2013

S	M	T	W	T	F	S
						1
3	4	5	6	7	8	9
10	/11	12	13	14	15/	16
17	(18)	19	20	21	22	23
24	25	26	27	28		

MARCH 2013

S	M	T	W	T	F	S
						1
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17	18	19	20	21	22	23
24	25	26	27	28	/29	30
31						

APRIL 2013

S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY 2013

S	M	T	W	T	F	S
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JUNE 2013

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16	17	18	19	/20	21	22
23	24	25	26	27	28	29
30						

February 28, 2012

DOCUMENT 5

2012 – 2013
BUDGET CALENDAR

February 21, 2012	7:00 p.m.	Work Session – Discussion of the 2012-13 Budget
February 27, 2012		State Aid numbers should be released (*according to information from County Office)
February 28, 2012		Regular Open Business Meeting Adoption of 2012-13 Tentative Budget
March 1, 2012		Review of District Budget by County Office
March 5, 2012		Final day to submit the Tentative 2012-13 Budget
March 20, 2012	7:00 p.m.	Work Session – Discussion of the 2012-13 Budget
March 27, 2012	7:00 p.m.	Public Hearing on the 2012-13 Budget and Final Adoption of the 2012-13 Budget

ADOPTION OF THE TENTATIVE BUDGET
2012-2013

**Automatic Waiver Adjustment
Enrollment**

RESOLVED that the Manasquan Board of Education includes in the proposed budget the automatic waiver adjustment for enrollment in the amount of \$0.00. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

**Automatic Waiver Adjustment
Health Benefits**

RESOLVED that the Manasquan Board of Education includes in the proposed budget the automatic waiver adjustment for increases costs of health benefits in the amount of \$0.00. The additional funds are included in the base budget and will be used to pay for the additional increases in health benefits.

**Automatic Waiver Adjustment
PERS Pension**

RESOLVED that the Manasquan Board of Education includes in the proposed budget the automatic waiver adjustment for deferral of the PERS pension cost and the additional interest incurred in the amount of \$0.00. The district intends to utilize this adjustment for the purpose of paying the additional interest charges.

**Automatic Waiver Adjustment
Responsibility Transferred**

RESOLVED that the Manasquan Board of Education includes in the proposed budget the automatic waiver adjustment for increase (decrease) of costs associated with the transfer of responsibilities in the amount of \$0.00. The district intends to utilize this adjustment for increase (decrease) for the costs.

Use of Banked CAP

RESOLVED that the Manasquan Board of Education includes in the proposed budget the adjustment for increase of costs through the use of Banked CAP. The district intends to use \$357,928 to bring the budget to Budget Adequacy Spending. The district needs this use of Banked CAP to maintain program. The district has to address an issued with Boilers in the Elementary School and Technology Issues in order to meet the technology requirements for PARCC. This budget also needed support for the mandated requirement for extensive teacher evaluation programs and necessary staff training and the purchase of teacher evaluation software.

Capital Reserve Account Withdrawal

RESOLVED that the Manasquan Board of Education requests the approval a capital reserve withdrawal in the amount of \$0.00. The district intends to utilize these funds for the N/A at the N/A School.

Capital Reserve Account Deposit

RESOLVED that the Manasquan Board of Education requests the approval a capital reserve deposit in the amount of \$0.00. The district intends to utilize these funds for the N/A at the N/A School.

Adoption of Tentative Budget 2012-2013

BE IT RESOLVED that the tentative budget be approved for the 2012-2013 School Year using the 2012-2013 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUES</u>	<u>DEBT SERVICE</u>	<u>TOTAL</u>
2012-13 Total Expenditures	26,485,167	357,823	1,064,235	27,907,225
Less: Anticipated Revenues	<u>13,712,021</u>	<u>357,823</u>	<u>352</u>	<u>14,070,196</u>
Taxes to be Raised	<u>12,773,146</u>	<u>0</u>	<u>1,063,883</u>	<u>13,837,029</u>

And to advertise said tentative budget in the Coast Star in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held Manasquan Elementary School Cafeteria, 168 Broad Street, Manasquan, New Jersey on March 27, 2012 at 7 p.m. for the purpose of conducting a public hearing on the budget for the 2012-2013 School Year.

Budget Approval Code: 0009

02/28/2012

MONMOUTH - MANASQUAN BORO

Advertised Enrollments

ENROLLMENT CATEGORY	October 15, 2010 Actual	October 15, 2011 Actual	October 15, 2012 Estimated
Pupils on Roll Regular Full-Time	1465	1442	1398
Pupils on Roll Regular Shared-Time	18	14	11
Pupils on Roll - Special Full-Time	202	205	190
Pupils on Roll - Special Shared-Time	28	32	25
Subtotal - Pupils On Roll	1713	1693	1624
Private School Placements	5	8	7

Pupils Sent to Other Dists-Spec Ed Prog	1	3	4
Pupils Received	730	718	669

MONMOUTH - MANASQUAN BORO

Advertised Revenues

Budget Category	Account	2010-11 Actual	2011-12 Revised	2012-13 Anticipated
OPERATING BUDGET				
Budgeted Fund Balance - Operating Budget	10-303		35,366	232,649
Withdrawal from Maint. Reserve	10-310		400,000	850,000
Withdrawal from Tuition Reserve-for Tuition adj.	10-311		100,000	150,000
Revenues from Local Sources:				
Local Tax Levy	10-1210	12,171,782	12,171,782	12,773,146
Other Local Governmental Units - Unrestricted	10-12XX	84,580		
Other Local Governmental Units - Restricted	10-12XX		85,670	78,120
Tuition	10-1300	10,126,111	9,939,945	9,125,136
Interest Earned on Capital Reserve Funds	10-1XXX		5	2
Other Restricted Miscellaneous Revenues	10-1XXX		2,500,000	2,545,820
Unrestricted Miscellaneous Revenues	10-1XXX	88,646	40,000	40,000
SUBTOTAL		22,471,119	24,737,402	24,562,224
Revenues from State Sources:				
Extraordinary Aid	10-3131	202,826	123,366	123,366
Other State Aids	10-3XXX	2,748		
Categorical Special Education Aid	10-3132		455,646	506,223
Categorical Security Aid	10-3177			15,476
Adjustment Aid	10-3178			25,228
Categorical Transportation Aid	10-3121			20,001
SUBTOTAL		205,574	579,012	690,294
Revenues from Federal Sources:				
Education Jobs Fund	18-4522		33,540	
SUBTOTAL			33,540	
Adjustment for Prior Year Encumbrances			2,000	
Actual Revenues (Over)/Under Expenditures		-621,868		
TOTAL OPERATING BUDGET		22,054,825	25,887,320	26,485,167
GRANTS AND ENTITLEMENTS				
Revenues from Local Sources				
	20-1XXX	9,497		
Revenues from State Sources:				
Other Restricted Entitlements	20-32XX	92,513	116,896	88,818
TOTAL REVENUES FROM STATE SOURCES		92,513	116,896	88,818
Revenues from Federal Sources:				
Title I	20-4411-4416	77,650	82,385	61,789
Title II	20-4451-4455	29,200	26,827	20,120
Title III	20-4491-4494	8,773	16,916	12,686
Title IV	20-4471-4474	401		
I.D.E.A. Part B (Handicapped)	20-4420-4429	296,746	232,547	174,410
Other	20-4XXX	158,745		
TOTAL REVENUES FROM FEDERAL SOURCES		571,515	358,675	269,005
TOTAL GRANTS AND ENTITLEMENTS		673,525	475,571	357,823
REPAYMENT OF DEBT				
Budgeted Fund Balance	40-303		310	352
Transfers from Other Funds	40-5200	355		
Revenues from Local Sources:				
Local Tax Levy	40-1210	1,079,710	1,065,700	1,063,883
TOTAL REVENUES FROM LOCAL SOURCES		1,079,710	1,065,700	1,063,883
TOTAL LOCAL REPAYMENT OF DEBT		1,080,065	1,066,010	1,064,235
Actual Revenues (Over)/Under Expenditures		795		
TOTAL REPAYMENT OF DEBT		1,080,860	1,066,010	1,064,235
TOTAL REVENUES/SOURCES		23,809,210	27,428,901	27,907,225

MONMOUTH - MANASQUAN BORO

Advertised Appropriations

Budget Category	Account	2010-11 Expenditures	2011-12 Rev. Approp.	2012-13 Appropriations
GENERAL CURRENT EXPENSE				
Instruction:				
Regular Programs	11-1XX-100-XXX	7,504,878	7,540,508	7,450,445
Special Education	11-2XX-100-XXX	1,377,495	1,609,134	1,572,072
Basic Skills/Remedial	11-230-100-XXX		1,000	
Bilingual Education	11-240-100-XXX	134,068	141,245	142,400
School-Spon. Co/Extra-Curr. Activities	11-401-100-XXX	164,104	176,297	161,630
School Sponsored Athletics	11-402-100-XXX	596,280	613,397	561,170
Support Services:				
Tuition	11-000-100-XXX	574,831	741,698	851,404
Attendance and Social Work Services	11-000-211-XXX	30,461	31,730	32,045
Health Services	11-000-213-XXX	262,533	272,570	243,200
Speech, OT, PF, Related & Extraordinary Services	11-000-216,217	440,442	674,220	588,075
Guidance	11-000-218-XXX	674,072	773,280	800,546
Child Study Teams	11-000-219-XXX	485,742	490,875	485,581
Improvement of Instructional Services	11-000-221-XXX	341,595	257,077	266,040
Educational Media Services - School Library	11-000-222-XXX	353,101	388,772	361,787
Instructional Staff Training Services	11-000-223-XXX	14,893	16,980	16,675
General Administration	11-000-230-XXX	526,375	642,356	559,125
School Administration	11-000-240-XXX	1,207,308	1,251,065	1,231,078
Central Svcs & Admin Info Technology	11-000-25X-XXX	404,532	416,195	381,556
Operation and Maintenance of Plant Services	11-000-26X-XXX	2,402,744	2,478,328	2,892,955
Student Transportation Services	11-000-270-XXX	351,776	452,190	400,221
Personal Services - Employee Benefits	11-XXX-XXX-2XX	4,003,446	4,357,145	4,598,751
Total Support Services Expenditures		12,073,851	13,244,481	13,709,039
TOTAL GENERAL CURRENT EXPENSE		21,850,676	23,326,062	23,596,756
CAPITAL EXPENDITURES				
Interest Earned on Capital Reserve	10-604		5	2
Equipment	12-XXX-XXX-73X	36,337	41,500	11,300
Facilities Acquisition and Construction Services	12-000-4XX-XXX	167,812	2,519,753	2,877,109
TOTAL CAPITAL EXPENDITURES		204,149	2,561,258	2,888,411
OPERATING BUDGET GRAND TOTAL		22,054,825	25,887,320	26,485,167
SPECIAL GRANTS AND ENTITLEMENTS				
Local Projects	20-XXX-XXX-XXX	9,497		
Other State Projects:				
Nonpublic Textbooks	20-XXX-XXX-XXX	9,492	8,016	6,012
Nonpublic Auxiliary Services	20-XXX-XXX-XXX	38,541	49,057	36,793
Nonpublic Handicapped Services	20-XXX-XXX-XXX	33,808	48,373	36,280
Nonpublic Nursing Services	20-XXX-XXX-XXX	10,672	11,450	9,733
Total State Projects		92,513	116,896	88,818
Federal Projects:				
Title I	20-XXX-XXX-XXX	77,650	82,385	61,789
Title II	20-XXX-XXX-XXX	29,200	26,827	20,120
Title III	20-XXX-XXX-XXX	8,773	16,916	12,686
Title IV	20-XXX-XXX-XXX	401		
I.D.E.A. Part B (Handicapped)	20-XXX-XXX-XXX	296,746	232,547	174,410
Other Special Projects	20-XXX-XXX-XXX	158,745		
Total Federal Projects		571,515	358,675	269,005
TOTAL GRANTS AND ENTITLEMENTS		673,525	475,571	357,823
REPAYMENT OF DEBT				
Repayment of Debt - Regular	40-701-510-XXX	1,080,860	1,066,010	1,064,235
TOTAL REPAYMENT OF DEBT		1,080,860	1,066,010	1,064,235
Total Expenditures		23,809,210	27,428,901	27,907,225
DEDUCT EXPENDITURES INCLUDED IN MULTIPLE FUNDS DUE TO TRANSFERS:				
0250X Local Contribution - Transfer to Special Revenue	11-1XX-100-91X			
Capital Reserve - Transfer to Repayment of Debt	12-000-400-933			
Transfer Property Sale Proceeds to Debt Svc Res	11-000-520-934			
TOTAL EXPENDITURES NET OF TRANSFERS		23,809,210	27,428,901	27,907,225

MONMOUTH - MANASQUAN BORO

Advertised Recapitulation of Balance

Budget Category	Audited Balance 6/30/2010	Audited Balance 6/30/2011	Estimated Balance 6/30/2012	Estimated Balance 6/30/2013
Unrestricted:				
General Operating Budget	588,174	572,037	536,671	517,706
Repayment of Debt	1,457	662	352	0
Restricted for Specific Purposes:				
General Operating Budget:				
Capital Reserve	4,611	4,623	4,633	4,635
Adult Education Programs	0	0	0	0
Maintenance Reserve	530,000	850,000	850,000	0
Legal Reserve	0	213,684	213,684	0
Tuition Reserve	169,911	250,000	150,000	0
Current Expense Emergency Reserve	0	50,000	50,000	50,000
Repayment of Debt:				
Restricted for Repayment of Debt	0	0	0	0

MONMOUTH - MANASQUAN BORO

Advertised Per Pupil Cost Calculations

2012 - 2013

	2009-10 Actual	2010-11 Actual	2011-12 Original Budget	2011-12 Revised Budget	2012-13 Proposed Budget
Per Pupil Cost Calculations:	(1)	(2)	(3)	(4)	(5)
Total Budgetary Comparative Per Pupil Cost	12148	12332	13162	13253	13914
Total Classroom Instruction	6696	6715	7185	7144	7463
Classroom-Salaries and Benefits	6269	6210	6709	6719	7118
Classroom-General Supplies and Textbooks	351	419	362	327	236
Classroom-Purchased Services and Other	76	86	114	98	108
Total Support Services	1886	1931	2072	2184	2206
Support Services-Salaries and Benefits	1732	1759	1820	1890	1890
Total Administrative Costs	1562	1566	1633	1710	1710
Administration-Salaries and Benefits	1345	1356	1399	1392	1449
Legal Costs	0	27	18	32	37
Total Operations and Maintenance of Plant	1457	1559	1687	1642	1977
Operations & Maintenance of Plant-Salary & Ben.	638	635	675	673	713
Board Contribution to Food Services	0	0	0	0	0
Total Extracurricular Costs	547	539	586	572	558
Total Equipment Costs	75	21	12	25	7
Employee Benefits as a % of Salaries	29.5	29.1	32.9	30.8	32.7

The information presented in columns 1 through 3 as well as the related descriptions of the per pupil cost calculations are contained in the 2012 Taxpayers' Guide to Education Spending (formerly Comparative Spending Guide) and can be found on the Department of Education's Internet address: http://www.state.nj.us/education/under_finance, when available. This publication is available in the board office and public libraries. The same calculations were performed using the 2011-12 revised appropriations and 2012-13 budgeted appropriations presented in this advertised budget. Total Budgetary Comparative Per Pupil Cost is defined as current expense exclusive of tuition expenditures, transportation, residential costs, and judgments against the school district. For all years, it also includes the restricted entitlement aids. With the exception of Total Equipment Cost, each of the other per pupil cost calculations presented is a component of the total Budgetary comparative per pupil cost, although all components are not shown.

Annual School District Budget Statement Supporting Documentation

MONMOUTH - MANASQUAN BORO

4A. Advertised Capital Outlay Projects

Describe below, by project number, the appropriations for budgeted Capital Outlay Projects including those items related to the district's Long Range Facilities Plan. Include only construction, remodeling, renovations, installation of service systems, land and improvements, and the purchase of buildings. If the project is eligible for a grant, enter an 'X' in column 4. Do not include equipment. Include all projects budgeted on the transfer lines to capital projects fund (8326 and 8335). If the project is a request to exceed an existing referendum (Under N.J.A.C. 6A:26-4.4(a)(3)), enter an 'X' in column 5 and enter the funding source for the request in column 6. Complete a detailed budget for each project.

Description/Activity	Project Number	Dollar Amount	Eligible for Grant	Request to Exceed Referendum	Funding Source for Request
Field Project for by Endowment		2,500,000			
Boiler Project. Steam to Hot Water		350,000			
Total Amount:		2,850,000			

February 28, 2012

DOCUMENT 7

BE IT RESOLVED that the Manasquan Board of Education approve the following 2012-2013 Tuition Rates.

Manasquan High School -	\$13,315.00
Manasquan Elementary School	
Kindergarten -	\$12,940.00
Grades 1 – 5 -	\$12,805.00
Grades 6 – 8 -	\$13,300.00
L/LD -	\$17,875.00
PSH – PT -	\$ 9,642.50
PSH – FT -	\$19,285.00

MANASQUAN BOROUGH SCHOOL DISTRICT**MAXIMUM CAPITAL RESERVE AMOUNT**

The Long Range Facility Plan was redone by Tri-Tech Engineering and approved on November 15, 2005. In March 2006 and again in June 2006 the State required us to make revisions to this submittal. On May 17, 2007 we received a letter from the State saying that our plan has been deemed complete. The plan received final approval on October 30, 2009. The total estimated values of projects still identified in the Manasquan Borough School Districts Long Range Facility Plan are as follows:

High School	\$ 3,484,459
Elementary School	<u>\$ 2,344,758</u>
Total:	\$5,829,217
Estimated total State Support for these Capital Projects (40%)	\$2,331,687
Estimated total Local Support for Capital Projects (60%)	\$3,497,530
Manasquan Borough Capital Reserve	\$ 4,635

School Business Administrator/Board Secretary

Superintendent of Schools



Annual Maintenance
Budget Amount Worksheet
Per N.J.A.C. 6A:26A

Current Area Cost Allowance per SF	\$ 143.00
District contact name	Margaret Hom
District contact phone	(732) 528-8803 x4
District contact e-mail	phom@manasquanboe.org

Max. Maintenance Reserve Amount (4% of column D)	\$ 1,309,628
Current District Maintenance Reserve Amount	

Sign

9/14/2014:13 PM

**Travel and Related Expense Reimbursement
2012-2013**

WHEREAS, the Manasquan Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$150 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$50,000 for all staff and board members.

February 28, 2012

Manasquan School District
169 Broad Street
Manasquan, NJ 08736

**RESOLUTION OF THE BOARD OF EDUCATION OF THE
MANASQUAN SCHOOL DISTRICT
IN THE COUNTY OF MONMOUTH, NEW JERSEY
AUTHORIZING THE SUBMISSION OF PROJECT DOCUMENTS
FOR ROOF REPLACEMENT AT THE MANASQUAN HIGH SCHOOL
TO THE NEW JERSEY DEPARTMENT OF EDUCATION**

RESOLVED that the Manasquan District Board of Education approve the following projects:

Roof Replacement at Manasquan High School
FVF#4258/State DOE Plan # 2930-050-12-2000

BE IT FURTHER RESOLVED that the District's architects, Fraytak Veisz Hopkins Duthie, P.C., be authorized to submit the above project to the NJ Department of Education for approval on the District's behalf.

BE IT FURTHER RESOLVED that the above project be funded by a withdrawal from existing Maintenance Reserve account balances and local funds.

BE IT FURTHER RESOLVED that amendments to the Long-Range Facilities Plan by Faridy Veisz Fraytak to incorporate the above project be approved.

CERTIFICATION

I, Margaret M. Hom, Business Administrator/Board Secretary of the Board of Education of the Manasquan School District in the County of Monmouth, New Jersey (the "Board"), DO HEREBY CERTIFY that the resolution entitled "**RESOLUTION OF THE BOARD OF EDUCATION OF THE MANASQUAN SCHOOL DISTRICT IN THE COUNTY OF MONMOUTH, NEW JERSEY AUTHORIZING THE SUBMISSION PROJECT DOCUMENTS FOR ROOF REPLACEMENT AT MANASQUAN HIGH SCHOOL TO THE NEW JERSEY DEPARTMENT OF EDUCATION,**" is a copy of the resolution which was duly adopted by the Board at a meeting duly called and held on Tuesday, February 28, 2012, in full compliance with the Open Public Meetings Act, N.J.S.A. 10:4-6, et. seq., at which meeting a quorum was present and acting throughout and which resolution has been compared by me with the original thereof as contained in the minutes as officially recorded in my office in the Minute Book of the Board and is a true, complete and correct copy thereof and the aforesaid resolution has not been repealed, amended or rescinded but remains in full force and effect on and as of the date hereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Board this 28th day of February, 2012.

(seal)

Margaret M. Hom
Business Administrator/Board Secretary

FEBRUARY 28, 2012

OBSOLETE EQUIPMENT

<u>Quantity</u>	<u>Type of Equipment / Serial Number</u>
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High School Music Room/Studios

1	Tascam: MK II, SN: 0050064 (Cassette deck)
1	Panasonic: DMR-T2020 SN: KUZGA001168 (DVD Recorder/Player)
1	Panasonic: DMR-T3040 SN: KR4DA001104 (DVD Recorder/Player)
1	Panasonic: AG2560P SN: E0KD00010 (VHS Player/Recorder)
1	Panasonic: AG1340P SN: D2TB00109 (VHS Player/Recorder)
1	Kimball Grand Piano (School Tag # 000644)

The above equipment is obsolete and no longer operational or repairable.