

September 27, 2011

The Board of Education of the Borough of Manasquan, Monmouth County, met for the Regular Open Business Meeting on Tuesday, September 27, 2011, at 7:00 p.m., in the Manasquan Elementary School Cafeteria

The President, Mrs. Muly, called the meeting to order and read the following 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.

Call to Order

Mrs. Muly requested that everyone join in the Pledge of Allegiance.

Pledge of Allegiance

Mrs. Muly read the following 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. 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.

Statement to Public

Present for Roll Call: Thomas B. Bauer, Trisha Brown, Jack Campbell, Linda DiPalma, Michelle LaSala, Chris Muly and Katherine Verdi, Manasquan Board of Education Elected Members (MEB), Michele Degnan-Spang and Mark Furey, Sending District Representatives (SDR). Absent: Jim Smith (MEB) and Julia Barnes (SDR).

Roll Call

Also Present: Geraldine Margin, Superintendent of Schools; Margaret M. Hom, Business Administrator/Board Secretary; Rick Coppola, Manasquan High School Principal; Donald Bramley and Peter Cahill, Manasquan High School Assistant Principals; Colleen Graziano, Manasquan Elementary School Principal; Rich Kirk, Manasquan Elementary School Assistant Principal; Margaret Polak, Supervisor of Special Services; Sean McCarthy, Dean of Students; Ron Kornegay, Athletic Director; Barbara Kerensky and Craig Murin, High School Supervisors; Mr. McOmber, Board Attorney, representatives of The Coast Star and members of the public.

On a motion by Mrs. LaSala, seconded by Mr. Campbell, it was RESOLVED by roll call vote in favor by the Manasquan Board of Education to approve the minutes of the Special Meeting of Tuesday, August 16, 2011; Special Action Meeting, Open Agenda Work Session and Closed Executive Session of Tuesday, August 23, 2011; and the Regular Open Business Meeting of Tuesday, September 6, 2011. 09/27-01 (MEB/SDR)

Minutes

Roll Call Vote: Mr. Bauer – yes
Mrs. Brown – yes (8/16 & 8/23) abstain (9/6)
Mr. Campbell – yes
Mrs. Degnan-Spang – abstain
Mrs. DiPalma – yes
Mr. Furey – yes
Mrs. LaSala – yes (8/23) – no (8/16 & 9/6)
Mrs. Muly – yes
Mrs. Verdi – abstain

A presentation and comprehensive reports were given on the State Test Results.

State Test Results

Superintendent's Report – 09/27-02

Superintendent's Report

Mrs. Margin recognized and congratulated numerous students for their outstanding test scores and academic achievement.

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Mrs. Margin introduced Billy Acciavatti, Student Council President and Alec Lorenzo, Key Club President, who will be serving at the Student Liaisons to the Board of Education.

***Superintendent's
Report
(continued)***

Mrs. Hom administered the Oath of Office to the students.

***Oath of Office
Student Liaisons &
Reports***

The student liaisons reported on the activities planned by the Student Council and Key Club.

Mrs. Hom presented a detailed report on the impact Hurricane Irene had on the district. Mrs. Hom said that she would look into the cost after a suggestion was made for the district to research the purchase of generators.

Mrs. Margin reported on a district-wide project to adopt a platoon of 50 Marines in Afghanistan that was organized by the high school nurse, Mrs. Bontales and a Marine pen-pal program organized by a fifth grade class.

Mrs. Margin also reported on an event that took place on September 16th when students from the elementary school and high school greeted and cheered for veterans who were participating in the Troopers Assisting Troopers program as their bus drove along Broad Street. Mrs. Margin thanked the staff for their efforts in putting together this activity.

Mrs. Margin recognized the Key Club for their help in assisting with the distribution of information to residents after Hurricane Irene and their participation during the Fireman's Fair.

Mrs. Margin reported, in accordance with the new Harassment, Intimidation and Bullying Law, the following incidents of bullying:

***Harassment,
Intimidation &
Bullying Report***

Six incidents were reported at the elementary school; four meeting the definition of HIB as per New Jersey state law. She reported that Mrs. Sollecito is the bullying specialist at the elementary school and she and Mrs. Graziano followed the procedures and handled the situations appropriately.

Six HIB incidents were reported at the high school. Two were determined to not meet the definition of HIB as per New Jersey state law and the other four are being investigated.

Mrs. Margin provided the following Random Student Drug Testing Report: In total preparations were made to test 20 first time students and 6 follow ups. Of the follow ups, 1 student was absent and there were 5 negative results. She reported from the 20 first time students chosen, one did not hand in the signed slip and 2 were absent. In total 5 follow ups were tested and 17 first timers were tested for a total of 22. Two first time students tested positive.

***Random Student
Drug Testing
Report***

Mrs. Margin reported that a preliminary enrollment report (**Document A**) is attached and no fire, bus or suspension reports were available at this time.

***Enrollment Report
Document A***

Mrs. Muly read the following statement prior to opening the Public Forum for discussion on agenda items:

***Public Forum
Agenda Items***

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

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performance of, promotion or disciplining of any specific, prospective or current employee.

*Public Forum
Agenda Items
(continued)*

Mrs. Muly closed the Public Forum seeing no questions or comments from the public.

On a motion by Mrs. Brown, seconded by Mrs. LaSala, it was RESOLVED by roll call vote of all those present in favor by the Manasquan Board of Education to approve the following recommendations on the Manasquan Motions 09/27-03 through 09/27-10 (MEB).

*Manasquan
Motions:
09/27-03 -
09/27-10*

- Recommend approval of the Elementary School personnel, as specified in **Document C**.
- Recommend approval of the Elementary School Professional Days and Field Trips, as specified in **Document D**.
- Recommend approval of the students for treatment and/or placement as prescribed by the Child Study Team, as specified in **Document E**.
- Recommend approval of the Manasquan Elementary School Girls' and Boys' Soccer Schedule for the 2011-12 school year, as specified in **Document F**.
- Recommend approval of the Manasquan Elementary School Cross Country Schedule for the 2011-12 school year, as specified in **Document G**.
- Recommend approval of the following new Manasquan Elementary School Central Funds: Character Club; Math Club; National Junior Honor Society (Middle School Chapter); and Technology Club.
- Recommend approval for application of funds for 2012 FY for the IDEA allocation in the amounts of \$225,670.00 for the Basic Grant, \$12,537.00 Basic Non-Public Share and \$6,877.00 for the Preschool Grant.
- Recommend acceptance of the following Financial Reports, Elementary School Central Funds Report and Payment and Confirmation of Bills (Capital Expense) as noted in
 - A) Secretary's Financial & Investment Report – **Document H**
 - B) elementary School Central Funds Report – **Document I**
 - C) Bills and confirmation of Bills (Capital Expense)

*Personnel E.S.
Document C*

*Prof. Days/Field
Trips E.S.– Doc. D*

*Special Education
Document E*

*E.S. Soccer
Schedule – Doc. F*

*E.S. Cross
Country Schedule
Document G*

*E.S. New Central
Funds*

*FY2012 IDEA
Application*

Financial Reports

The Business Administrator/Board Secretary certified that as of August 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.

*Secretary's
Certification*

That 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 August 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.

*Acceptance of
Secretary's
Certification*

The Board of Education further recommended the acceptance of the Secretary's Financial & Investment and the Treasurer's Reports for the month ending August 31, 2011, as specified in **Document H**. (The Treasurer of School Moneys Reports for the month of August 31, 2011 is on file in the Business Office and is in balance with the Secretary's Report.)

*Secretary's
Financial &
Investment Report
Document H*

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That pursuant to N.J.A.C. 6:20-2A.10(e), 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, certifies that as of August 31, 2011 it is to the best of its knowledge that no major account or fund has been over-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 approved the transfers made within line item accounts of the current expense portion of the 2011-2012 budgets for August and September, as recommended by the Superintendent of Schools, as specified in **Document H**.

*Budget
Certification
Document H*

The Manasquan Board of Education further recommended the acceptance of the elementary school Central Fund Report for the month ending August 31, 2011, as specified in **Document I**.

*E.S. Central Fund
Report
Document I*

It was further RESOLVED to approve Bills (Capital Expense) in the amount of \$-0- for the month of September 2011 be approved. Record of check (#-0-) and distributions are on file in the Business Office.

*Bills
Capital Expense*

The Manasquan Board of Education also confirmed Bills (Capital Expense) for August 2011 in the amount of \$41,025.00 and checks (#1256 - #1257).

*Confirmation of
Bills – Capital Exp.*

Prior to the vote on the Manasquan/Sending District motions 09/27-11 – 09/27-15, Mrs. Margin addressed Mrs. Brown's question on the revised curriculum. Mrs. Margin addressed Mrs. LaSala's question on health class curriculum.

On a motion by Mrs. Brown, seconded by Mr. Campbell, it was RESOLVED by roll call vote of all those present in favor by the Manasquan Board of Education to approve the following recommendations under the Manasquan/Sending District Motions 09/27-11 through 09/27-15. (MEB/SDR)

*Manasquan/Sending
District Motions:
09/27-11 –
09/27-15*

- Recommend approval of the High School personnel, as specified in **Document 1**.
- Recommend approval of the High School Professional Days and Field Trips, as specified in **Document 2**.
- Recommend approval of the Revised Curriculum list for the 2011-1012 school year, as specified in **Document 3**.
- Recommend approval of the District's Comprehensive Maintenance Plans for the 2011-2012 school year, Facilities Checklists, M1 and Maximum Capital Reserve Amount, as specified in **Document 4**.
- Recommend approval for Maureen Underwood to provide consulting at an hourly rate of \$85.00 from September 2011 through March 2012, not to exceed \$7,785.00. (Paid for by Project SERV)

*Personnel H.S.
Document 1*

*Prof. Days/Field
Trips H.S.- Doc. 2*

*2011-12 Revised
Curriculum-Doc. 3*

*Comp.Maint.Plan/
M1/Fac. Checklist/
Document 4*

*M. Underwood
Consulting Services
Project SERV*

On a motion by Mrs. DiPalma, seconded by Mrs. Brown, it was RESOLVED by roll call vote of all those present in favor by the Manasquan Board of Education to approve the resolution to apply to New Jersey's CLEAN Energy Program for an energy audit as specified in **Document 5**. 09/27-16 (MEB/SDR)

*NJ CLEAN Energy
Program
Application*

On a motion by Mrs. Brown, seconded by Mrs. DiPalma, it was RESOLVED by roll call vote of all those present in favor by the Manasquan Board of Education to approve the Memorandum of Agreement with Law Enforcement Officials and the Manasquan School District for the 2011-2012 school year dated September 14, 2011 as on file at the Board of Education office. 09/26-17 (MEB/SDR)

*Memorandum of
Agreement–MBOE
& Law Enforcement
Officials*

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On a motion by Mr. Campbell, seconded by Mrs. Brown, it was RESOLVED by roll call vote of all those present in favor by the Manasquan Board of Education to approve the 1st reading of revised Manasquan Board of Education Bylaws and Policies as listed below and available at the Board of Education office:

Bylaws: 0131 – Bylaws and Policies

Policies: 1130 – Staff Liaison Committees

1140 – Affirmative Action Program

1210 – Board Superintendent Relations

2430 – Extra Curricular Activities

2431 – Athletic Competition

3112 – Abolishing Positions

3125 – Employment of Teaching Staff Members

3134 – Assignment of Additional Duties

6210 – Fiscal Planning

6520 – Payroll Deductions

09/27-18 (MEB/SDR)

Bylaws & Policies

On a motion by Mr. Bauer, seconded by Mrs. Brown, it was RESOLVED by roll call vote of all those present in favor by the Manasquan Board of Education to reapprove Manasquan Board of Education Policy #2415.04 – Parent Involvement (NCLB Grant) 09/27-19 (MEB/SDR)

***Re-approval of
Policy #2415.04
Parent Involvement***

On a motion by Mrs. Verdi, seconded by Mrs. Brown, it was RESOLVED by roll call vote of all those present in favor by the Manasquan Board of Education to accept the high school Central Fund Report for the month ending August 31, 2011, as specified in **Document 6**.

***H.S. Central Fund
Report
Document 6***

It was further RESOLVED to approve Purchase Orders for the month of September 2011, as specified in **Document 7**.

***Purchase Orders
Document 7***

It was further RESOLVED to approve Bills (Current Expense) in the amount of \$1,272,175.07 for the month of September 2011. Record of checks (#29382 through #29679), and distributions are on file in the Business Office.

***Bills
Current Expense***

The Manasquan Board of Education also confirmed Bills (Current Expense) for August 2011 at \$1,164,834.58 and checks (#29226 through #29381). 09/27-20 (MEB/SDR)

***Confirmation of
Bills
Current Expense***

Mrs. LaSala pointed out that at the work session she asked that 09/27-16 be separated out for clarity and said that Mrs. Hom did address her question at that meeting.

Mrs. Muly opened the second Public Forum.

Public Forum

Mrs. Muly closed the second Public Forum seeing no comments or questions from the public.

Under Old and New Business:

***Old Business /
New Business***

Mrs. Margin addressed Mrs. LaSala question on whether an employee who left the district is required to return their tuition reimbursement.

Mrs. LaSala asked when the Board would be bringing back the discussion on the Student in Good Standing policy. Mrs. Muly said that the policy committee will be working on this. Mr. McOmbler asked the Board to give him direction on the policy and that he would work with the Board and assist in making it legal.

Mrs. Hom addressed Mrs. LaSala's question on the status of Solar Energy. She also asked for the Board's direction on who should be conducting interviews with engineers.

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Mr. Bauer suggested that the Buildings and Grounds committee interview three engineering groups and report back to the Board.

*Old Business /
New Business
(continued)*

Mrs. Hom also reported on the roofs in the district that currently present problems with leaks.

Mrs. LaSala suggested that the Board work together and take steps to move in the right direction.

On a motion by Mrs. LaSala, seconded by Mrs. Verdi, it was RESOLVED by roll call vote of all those present in favor by the Manasquan Board of Education to authorize the Business Administrator to solicit quotations for the replacement of the Central Administration building roof. (MEB/SDR)

*Authorization to
solicit quotes for
roof replacement*

Mrs. LaSala respectfully asked that if she requests information that is needed to assist in the performance of her duties as a board member that she be given the information or at least a reason as to why not, rather than making it necessary for her to beg and plea for the information. She asked going forward that she would like to put a positive spin on this and fix this problem. She said that this is not fair and at times she feels that as a result of her being a vocal and active Board Member that this is retaliatory. She asked that Mrs. Muly work with her and take some leadership.

Mrs. Muly said that she and Mrs. Margin discussed the situation. Mrs. Margin also addressed Mrs. LaSala's comments.

Mrs. Muly addressed a request for a copy of the committee members and said that finalization of committees would take place after the October 11th meeting with the appointment of the new Board Member.

Mrs. Hom addressed a question on the status of the applicants for the board vacancy. She said that to date there were three applicants. Mr. McOmber suggested waiting until all of the applicants letters are in before any further information is made available.

Mr. McOmber explained the interview process that would take place on October 11th. He said that applicants would draw straws for interview placement. He requests that they should be sequestered and interviewed one at a time in public asking the same questions to each applicant. He said discussion could be done in closed session and the vote conducted in public by ballot.

It was suggested that the list of questions be provided to Board Members prior to the interviews.

Mrs. Muly addressed Mrs. LaSala question as to why she was removed from the Technology and Curriculum committees.

There were no further matters of Old or New Business to come before the Board.

Mrs. Muly read the following Sunshine Law Resolution:

*Sunshine Law
Resolution*

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 matters concerning: Matters rendered confidential by state or federal law and attorney-client privilege: 3 issues - #1 – residency issue involving a student, #2) a pending HIB investigation and #3) – a confidential student issue. Mr. McOmber reported that he did not believe any items

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would be voted on or discussed out of closed session and the conversation should take around 20 minutes.

***Sunshine Law
Resolution
(continued)***

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.

Mr. McOmber complimented the student liaisons for remaining for the entire meeting.

On a motion by Mr. Campbell, seconded by Mr. Bauer, it was RESOLVED by voice vote of all those present in favor by the Manasquan Board of Education to adjourn to Closed Executive Session in accordance with the above resolution.

***Adjournment to
Closed Executive
Session***

The Board returned from Closed Executive Session and motioned to adjourn the Regular Open Business Meeting.

***Return from Closed
Executive Session***

On a motion by Mr. Campbell, seconded by Mrs. Verdi, it was RESOLVED by voice vote of all those present in favor by the Manasquan Board of Education to adjourn the Regular Open Business Meeting.

***Adjournment of
Regular Open
Business Meeting***

Respectfully submitted,

Margaret M. Hom
Business Administrator/Board Secretary