

BOARD OF EDUCATION

Borough of Manasquan

The Regular Open Business Meeting of the Manasquan Board of Education was held in the Manasquan Elementary School Cafeteria, 168 Broad Street, Manasquan, New Jersey, on Thursday, October 17, 2013.

Prior to calling the meeting to order, Mr. Bauer pointed out that the recording machine was not operating properly. Mr. Gross assisted Ms. Freeman with the machine and it was believed that it was now recording. The following day when Ms. Freeman checked the audio card it was realized that the meeting did not record. The following minutes are transcribed from hand written notes.

Mr. Bauer called the meeting to order at 7:00 p.m. and read the Opening Statement.

1. Call to Order

Opening Statement: Pursuant to N.J.S.A. 10:4-10, notice of this meeting has been provided by publication in the Asbury Park Press, the Coast Star and posted in the Borough Hall of Manasquan and in the schools within the time limits prescribed by law.

Call to
Order

Mr. Bauer requested that everyone join in the Pledge of Allegiance.

2. Pledge of Allegiance

Pledge of
Allegiance

3. Roll Call

Roll Call

Julia Barnes (Brielle) – arrived at 7:17 p.m.

Thomas Bauer

Mark Furey (Belmar) - absent

Michael Shelton

Jack Campbell

Michael Forrester (SLH)

Katherine Verdi

Kenneth Clayton

Thomas Pellegrino

James Walsh

Linda DiPalma – left meeting at approx. 8:00 p.m.

Patricia Walsh

Also Present: Renae LaPrete, Interim Superintendent of Schools; Mr. Michael Gross, Board Attorney; Sandi Freeman, Adm. Asst. to Business Administrator; Joyce Pegler, Student Representative

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

Mission
Statement

4. Mission Statement

Manasquan School District's mission is to empower students to reach their potential and become life-long learners. We strive to ensure that students play an active role in their education, are guided by rigorous academic standards aligned with the New Jersey Core Curriculum Content Standards, and function within the community that regards student, educators, and parents as full participants in the educational process. We dedicate ourselves to the realization of a supportive learning environment that nurtures growth, personal integrity and mutual respect.

Statement
to the
Public

5. Statement to the Public

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate Board committee. The members of the Board committee work with the administration and the Superintendent of Schools to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then is it placed on the agenda for action at a public meeting. In rare instances, matters are presented to the Board of Education for discussion at the same meeting that final action may be taken.

Mr. Bauer asked for a motion to accept the minutes.

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Regular Open Business Meeting and Closed Executive Session of September 19, 2013. Closed Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed session no longer exist.

*Motion was made by Mr. Campbell, seconded by Mr. Walsh, and **carried** by roll call vote to approve the minutes as specified in **Item #6**. (MEB/SDR)*

Roll Call Vote: Ayes (9), Nays (1) – Mrs. Verdi, Absent (2) – Mrs. Barnes & Mr. Furey

Mr. Bauer asked for a motion to approve the acceptance of the Superintendent Reports.

7. Superintendent's Report & Information Items

Recommend approval of the acceptance of the Superintendent's Reports as listed below:

- Enrollment – **Document A**
- Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports–
Document B
- HIB Report – **Document C**

*Motion was made by Mr. Shelton, seconded by Mr. Pellegrino, and **carried** by roll call vote to approve the Superintendent's Report as specified in Item #7. (MEB/SDR)*

Roll Call Vote: Ayes (10), Nays (0), Absent (2) – Mrs. Barnes & Mr. Furey

8. Presentations

- **High School Students of the Month – Christina Di Ubaldi – Senior, Alanna Verdi – Junior, Hannah Pringle – Sophomore, Emily Magrini - Freshman**
- **Elementary School Student of the Month – Gregory Love**
- **Finance Presentation – There was no Finance Presentation this evening.**

Ms. LaPrete reported that she attended the Rotary Breakfast honoring the High School Students of the Month. Ms. LaPrete reported that with the help of Mrs. Graziano and Mr. Kirk we will now recognize an elementary school Student of the Month. Ms. LaPrete thanked them for their assistance with this process. She introduced and congratulated the high school and elementary school Students of the Month and presented them with certificates.

Ms. LaPrete asked Joyce Pegler to present the Student Board Representative Report.

9. Student Board Representative Report – Joyce Pegler

Ms. Pegler reported on the following Student Council activities: Student Council Class Elections, Halloween Costume Contest, Food Drive and a T-shirt design contest.

Mr. Bauer thanked Ms. Pegler for her report.

Mr. Bauer reported that there would be a special meeting of the Manasquan Board of Education on Tuesday, October 29, 2013, at 7:00 p.m. in the Manasquan Elementary School Cafeteria that would be dedicated to the Warrior Athletic Complex project. He said that there would be a presentation on the project design including a slide show and questions would be answered at this

Minutes

Superintendent
Report

Enrollment
Document A
Attendance,
Fire Drill,
Suspension
Document B
HIB Report
Document C

Presentations

Student
Representative
Report

meeting. He said there are many false rumors on the complex. He said a presentation would also take place at the Manasquan Elementary School PTO meeting on Wednesday, October 23rd.

Mrs. Walsh questioned why financing of the project is not being discussed and asked that this be included in the presentation.

10. Board Committee Reports

Personnel Committee: Mrs. Walsh reported that the October 9, 2013 meeting was cancelled and members were informed of the agenda items.

Policy Committee: Ms. LaPrete presented the report from the October 7, 2013 meeting.

Education, Curriculum & Technology: Mrs. DiPalma reported that the October 9, 2013 meeting was cancelled.

Athletic/Community Relations Committee: Mr. Pellegrino reported that the October 10, 2013 meeting was cancelled.

Finance Committee: Mr. Shelton reported on the October 15, 2013 meeting.

Buildings and Grounds Committee: Mr. Bauer reported on the October 15, 2013 meeting.

Mrs. Walsh asked if there were any plans to replace the maple tree through the Shade Tree Commission.

A copy of the above committee reports will be included in the formal minutes.

Let the minutes reflect that Mrs. Barnes arrived at 7:17 p.m.

Mr. Bauer opened the Public Comment on Agenda Items and read the following statement.

11. Public Comment on Agenda

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

Dennis Roberts, 23 Lebanon Drive, Brielle, expressed his concerns with the Student in Good Standing Policy process and said the district should rescind this policy.

John McLaughlin, former Board Member and attorney, commented on the Student in Good Standing Policy and alluded to the Ramapo Case. He referred to Mr. Shelton being a strong proponent of the policy.

Jeanne Petillo, 78 Morris Avenue, Manasquan, read a letter from the ACLU relating to the Student in Good Standing Policy. She requested that a copy of the letter be included in the formal minutes.

Committee
Reports

Personnel

Policy

Education,
Curriculum &
Technology

Athletic/
Community
Relations

Finance

Buildings &
Grounds

Public
Comment
Agenda Items

MINUTES – October 17, 2013

Public
Comment
Agenda Items
(continued)

Jennifer Fleming, 2420 Kipling Avenue, Spring Lake Heights, spoke on concerns she has with the Student in Good Standing Policy. She further commented that the policy was removing students from what they love and parents should parent.

Laura Hart, 15 Main Street, Manasquan, gave the definition of civil rights and said to do for the students what you do for yourself.

Michelle LaSala, 44 Parker Avenue, Manasquan, questioned the change of Policy 30167 – Public Participation in Board Meetings.

Mr. Gross explained that this would provide the Board with written questions prior to the meeting to assist in answering the public's questions.

Ms. LaPrete addressed her question on the salary for the Interim Business Administrator and said he would receive \$600 per diem.

Dick Meincke, 36 N. McClellan, Manasquan, commented that having to submit questions in advance is unreasonable. Mr. Gross clarified that not all questions had to be turned in ahead of time and questions would be received and addressed at the meetings. Mr. Pellegrino added that some questions require research and could be provided ahead of time.

There was some discussion by Mr. Walsh on why this policy was being brought to the Board when the committee did not agree on the policy. Mrs. Barnes agreed that there was a split decision at committee level but said it must be brought to the full Board.

Mrs. Verdi commented that no rights should be taken away from the public.

Heather Garrett-Muly, 28 Elizabeth Avenue, Manasquan, commented that holding the Second Public Forum before Old/New Business prohibits the public the opportunity to comment on any information discussed during Old/New Business.

Ms. LaPrete said the agenda is prepared in accordance to the bylaws and the Board can revisit the policy.

Mr. Shelton addressed Mrs. Muly's questions on the Requests for Proposals being considered by the Board such as Custodial and Grounds, possible ADP payroll services and a district health care broker. He clarified that a health care broker is not a change in plans.

Mr. Bauer closed the Public Comment on Agenda.

Mr. Bauer asked for motions to approve the following Manasquan Motions – Items #12, #13, #14, #15 and #16 individually.

Manasquan
Motions

12. Recommend approval of the 1st Reading of Revised Manasquan Board of Education Bylaw #0166 – Executive Session as per Document D.

1st Reading
Revised Bylaw
#0166
Document D

*Motion was made by Mr. Shelton, seconded by Mr. Clayton, and carried by roll call vote to approve Manasquan **Motion #12**. (MEB)*

Roll Call Vote: Ayes (8), Nays (1) – Mrs. Verdi

- 13. Recommend** approval of the 1st Reading of Revised Manasquan Board of Education Bylaw #0167 – Public Participation in Board Meetings as per **Document E**.

1st Reading
Revised Bylaw
#0167
Document E

*Motion was made by Mr. Shelton, seconded by Mrs. Verdi, and **not carried** by roll call vote to approve Manasquan Motion – **Item #13**. (MEB)*

Discussion: Mrs. Verdi suggested rescinding the motion. Mrs. Walsh commented that the public has a right to question the Board. Mr. Gross said that this process permits the Board to provide accurate information and would not disallow public questions at the meeting.

Roll Call Vote: Ayes (0), Nays (9)

- 14. Recommend** approval of the 2nd Reading of Revised Manasquan Board of Education Policies: **POLICY #5533** – Pupil Smoking; **POLICY #7434** – Smoking in School Buildings and on School Grounds.

2nd Reading
Revised Policies
#5533 &
#7434

*Motion was made by Mr. Pellegrino, seconded by Mr. Campbell, and **carried** by roll call vote to approve Manasquan Motion – **Item 14**. (MEB)*

Roll Call Vote: Ayes (9), Nays (0)

- 15. Recommend** approval to rescind Policy and Regulation #2438 – Student in Good Standing.

Rescind Policy
& Regulation
#2438

*Motion was made by Mr. Pellegrino, seconded by Mrs. Verdi, and **carried** by roll call vote to approve Manasquan Motion – **Item #15**, and to amend to expunge student records affected by Policy and Regulation #2438 – Student in Good Standing.*

Roll Call Vote: Ayes (9), Nays (0)

Let the minutes reflect that Mrs. DiPalma left the meeting at this time.

- 16. Recommend** approval of the adoption of the Manasquan School District's Goals for the 2013-2014 SY as per **Document F**.

Adoption of
District Goals
Document F

*Motion was made by Mrs. Walsh, seconded by Mr. Pellegrino, and **carried** by roll call vote to approve Manasquan Motion – **Item #16**. (MEB)*

Discussion: Mrs. LaPrete addressed Mrs. Walsh's question on Item F of the District Goals. It was also noted that the correct language on the Technology Plan was being revisited.

Roll Call Vote: Ayes (8), Nays (0), Absent (1) – Mrs. DiPalma

*Mr. Bauer asked to group together Manasquan Motions – **Items #17 through #45**.*

Manasquan
Motions #17
through #45

- 17. Recommend** approval of the adoption of the Manasquan Board of Education Goals for the 2013-2014 SY as per **Document G**.

MBOE Goals
Document G

- 18. Recommend** approval of the QSAC Statement of Assurance for the 2013-2014 SY as per **Document H**.

Statement of
Assurance
Document H

- 19. Recommend** approval of student #22271 to attend the Alpha School, Jackson, New Jersey, for 2013/2014 SY, (which includes 1:1 aide: \$23,851.80, \$48,675.43)) not to exceed \$72,527.23. 1 hour per week of BCBA Support to be provided by Dr. Michele Havens @ an hourly rate of \$125.00, not to exceed \$7,000.00.

Out of District
Placement
Alpha School

20. **Recommend** approval of **Nilda Collazo**, to conduct Bilingual Speech & Language Evaluation not to exceed \$550.00, **Monica Peter**, to conduct Bilingual Psychological Evaluation not to exceed \$495.00, **Ana Pires** to conduct Bilingual Social History Evaluation not to exceed \$450.00, and **Vivette Peacock** to conduct a Bilingual Learning Evaluation not to exceed \$400.00 for elementary student #191819 as part of a Child Study Team evaluation.

*CST
Bilingual
Evaluations*

21. **Recommend** approval to accept funds for 2014 FY for the IDEA allocation in the amounts of \$217,097.00 for the Basic Grant (\$206,058 for public; \$11,039.00 Non-Public Share), and \$6,342.00 for the Preschool Grant.

*2014FY IDEA
Grant
Acceptance*

22. **Recommend** approval of Michael O'Boyle of AAA Physical Therapy to provide physical therapy services for the 2013-2014 SY at a rate of \$80.00 per hour for up to 1 hour per week, not to exceed \$2,880.00.

*M. O'Boyle
AAA Physical
Therapy*

23. **Recommend** approval of Barbara O'Boyle of AAA Physical Therapy to provide physical therapy services for the 2013-2014 SY at a rate of \$80.00 per hour for up to 15 hours per week, not to exceed \$45,600.00.

*B. O'Boyle
AAA Physical
Therapy*

24. **Recommend** approval that the Manasquan Board of Education, through contract with the Middlesex Regional Educational Services commission, authorizes the administrative personnel of the Commission to conference, discuss and solicit input in the development of the nursing services contract document for the 2013-2014 school year which provides nursing services to the following non-public schools located in the Manasquan School District: St. Denis Elementary School

*Non-Public
Nursing
Middlesex
Regional ESC*

25. Resolution: to appoint the following persons to positions specified for the period beginning October 17, 2013 and ending at the next organization meeting of the Manasquan Board of Education:

*District
Appointments*

- Public Agency Compliance Officer (P.A.C.O): **Dominic Carrea**
- Right to Know Officer: **Dominic Carrea**
- District Purchasing Agent & State Contract Purchasing Agent
Purchasing Agent **Dominic Carrea**
- Custodian of Government Records & Public
Access to Records: **Dominic Carrea**
- AHERA Coordinator & Asbestos Management **Dominic Carrea**
Officers to work with Environmental Connection: **Bernard F. Bigley**
- Indoor Air Quality designated district persons **Dominic Carrea**
to work with Michael McGuiness of RK **Bernard F. Bigley**
- PEOSHA designated district person: **Dominic Carrea**
- Americans With Disabilities designated
district person: **Dominic Carrea**
- Child Nutrition/Wellness designated
district person: **Dominic Carrea**
- Affirmative Action Officer for Contracts: **Dominic Carrea**
- Safety & Health designated district persons: **Dominic Carrea**
Bernard F. Bigley

26. Resolution: To authorize the following persons to apply for state and federal funds until the next organization meeting of the Board of Education:

*Authorization
to apply for
state & federal
funds*

Renae LaPrete, Interim Superintendent, for all available funds

Dominic Carrea, Interim Business Administrator, for all available funds

27. Resolution: To designate Bank Depositories in accordance with **Document I** until the next organization meeting of the Board of Education.
28. Resolution: To designate the persons authorized to sign checks, make transfers and make withdrawals as well as holders of petty cash funds in accordance with **Document I** until the next organization meeting of the Board of Education.
29. Resolution: To approve establishing bid threshold and authorizing certain action by the Business Administrator/Qualified Purchasing agent, in accordance with **Document J** until the next organization meeting of the Board of Education.
30. Recommend approval of carryover funds from the FY13 NCLB Grant to the FY14 NCLB grant in the amount of \$1,308.00.
31. Recommend acknowledgement of the work donated by Jersey Cares on October 12, 2013 to our Elementary School.
32. Recommend approval of the Comprehensive Maintenance Plan Report, Facilities Checklists and the M-1 as per **Document K**.
33. Recommend approval of the Transportation Contracts and Agreements for the 2013-2014 school year as per **Document L**.

Personnel

34. **Recommend** approval for TCH.ES.SPED.RR.16 (4215) to amend her return date to December 2, 2013. (Previously approved to return December 16, 2013)
35. **Recommend** approval of the appointment of **Danielle Romano**, TLR.ES.LTRT.02.01, as an Elementary School Special Education Teacher – long term replacement – beginning October 28, 2013 (or sooner) through February 21, 2014 at Step 1B, \$47,500.00 – pro-rated – final salary to be determined when contract negotiations are finalized. (Pending criminal history approval)
36. **Recommend** approval of the appointment of **Allyson Boucher**, TLR.ES.LTRT.05.06, as a Middle School Mathematics Teacher – long term replacement – beginning October 29, 2013 (or sooner) through April 3, 2014 at Step 1B, \$47,500.00 – pro-rated - final salary to be determined when contract negotiations are finalized.
37. **Recommend** approval for **Joseph Battista** to teach an additional class – Band Instruction – for the 2013-2014 SY at a stipend of \$5,130.00.
38. **Recommend** approval for **Laurie Cosgrove** to be compensated for attending Orientation Programs on August 28, 2013 at a rate of \$50.00 an hour for 5 hours.
39. **Recommend** approval for the following teachers to provide behavioral support to a student on an as needed basis for the 2013-2014 SY at \$40.00 an hour, not to exceed 6 hours per week:
Brian McCann **Heather Saake** **Robert Kehoe**
40. **Recommend** approval to accept the resignation of **Tara Mathis**, Special Education Teacher, long term replacement, effective October 25, 2013.

Bank
Depositories
Document I

Authorized
Signatories
Document I

Authorized
QPA
Document J

NCLB Grant
Carryover
FY13 – FY14

Jersey Cares
Donation

Comp. Maint./
Fac. Ck.lists/
M-1
Document K

2013-14
Transportation
Document L

Amended
Return Date

Danielle
Romano

Allyson
Boucher

Joseph
Battista

Laurie
Cosgrove

B. McCann,
H. Saake
R. Kehoe

Tara Mathis
resignation

41. Recommend approval of the bargaining unit salaries for the 2012-2013 and 2013-2014 school years as per Document M-1 & M-2.Bargaining
Unit Salaries
Document
M-1 & M-2**42. Professional Days****Recommend** approval of the **attendance** of staff members at conferences/workshops indicated below:E.S.
Professional
Days

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
October 8, 2013	Brian McCann	Lakewood	Required IEP meeting – scheduled after last board meeting	No	\$10.73 mileage
October 28, 2013	Colleen Graziano	Neptune High School	PARCC, CCS w/Tracey Severns	No	None
November 18, 2013	Jill Wells Joan Akins	Long Branch	Workshop for Occupational & Speech Therapists	No	\$169 each registration
November 19, 2013	Lorissa Voorhees Margaret Polak	New Providence	Workshop – Learners with Dyslexia and other Reading Difficulties	No	\$45 each registration \$38.44 mileage
November 21, 2013	Susan Lord VanNote	Trenton	Key concepts for making inclusion work	No	\$50 registration \$26.22 mileage
December 2, 2013	Lorissa Voorhees	Millstone School	LDTC Consortium	No	\$14.88 mileage

43. Field Trips**Recommend** approval of the field trips listed below:E.S. Field
Trips

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
December 11, 2013	Marie Lauffer	Chorus	Algonquin Theater	The Newark Boys Chorus concert	No	None	Students
March 10, 2014	Laura Wahl	6 th Grade	Algonquin Theater	Performance aligns with social studies curriculum	No	None	Students
May 2, 2014	Donna Mead	2 nd Grade	Green Meadows Farm	To enhance science curriculum	No	No	Students
May 27-28, 2014	Rich Kirk	8 th Grade Class Trip	Valley Forge, Lancaster, Gettysburg, PA	To visit historical locations related to Civil War and Revolutionary War	Yes - 8	\$4,975 Transp.	Class Account
May 30, 2014	Joe Battista	Senior Band	Dorney Park	To participate in the band festival	Yes - 4	\$1,245 Transp.	

44. Placement of Students on Home Instruction

No placements at this time.

Secretary's Report

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

- A) Secretary's Financial & Investment Report as per **Document N**
- B) Elementary School Central Funds Report as per **Document O**
- C) Purchase Orders as per **Document P**
- D) Cafeteria Report – **Document Q**
- E) Bills and Confirmation of Bills (Current Expense)

- A) The Business Administrator/Board Secretary certifies that as of **September 30, 2013** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Be it Resolved; that the amount of district taxes, excluding debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,005,757.00** and that Manasquan Borough Council is hereby requested to place in the hands of the Treasurer of School Moneys that amount within the 30 days in accordance with the statutes relating thereto.

Be It Resolved: Pursuant to N.J.A.C. 6:20-2A.10(d), the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary's** certification as of **September 30, 2013** 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 **September 30, 2013** per **Document N**. (The Treasurer of School Moneys Report for the month of **September 2013** 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 **September 30, 2013** it is to the best of our knowledge that no major account fund has been expanded and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and that the Board of Education further approves the transfers made with line item accounts of the current expense portion of the **2013-2014 budgets** for **September and October** as recommended by the Superintendent of Schools, as per **Document N**.

- B) Recommend **acceptance** of the **Elementary School Central Funds Report** for the month ending **September 30, 2013** as per **Document O**.

- C) **Purchase Orders** for the month of **October 2013** be approved, as per **Document P**.

- D) Recommend **acceptance** of the **Cafeteria Report** as per **Document Q**.

- E) **Be It Resolved:** that the **Bills (Current Expense)** in the amount of **\$1,351,696.07** for the month of **October 2013** be approved. Records of, checks (**#33487- #33608**) and distributions are on file in the Business Office.

*Financial
Reports*

*Secretary's
Certification*

*District
Taxes*

*Acceptance of
Secretary's
Certification*

*Secretary's
Financial &
Investment
Report
Document N*

*Budget
Certification
Document N*

*E.S. Central
Funds Report
Document O*

*Purchase
Orders
Document P*

*Cafeteria
Document
Doc.Q*

Bills

F) Confirmation of Bills (Current Expense) for September 2013 at \$1,935,481.40 and checks (#33486 - #33298).

*A motion was made by Mr. Shelton, seconded by Mr. Campbell, and carried by roll call vote to approve Manasquan Motions – **Items #17 through #45.** (MEB)*

Roll Call Vote: Ayes (8), Nays (0), Absent (1) – Mrs. DiPalma

Mr. Bauer asked for motions to approve the following Manasquan/Sending District Motions – Items #46 and #47 individually.

- 46. Recommend** approval to change the November Board of Education Meeting from November 14, 2013 to November 21, 2013.

*Motion was made by Mr. Shelton, seconded by Mrs. Walsh, and carried by roll call vote to approve Manasquan/Sending District Motion – **Item #46.** (MEB/SDR)*

Roll Call Vote: Ayes (10), Nays (0), Absent (2) – Mrs. DiPalma and Mr. Furey

- 47. Recommend** approval of the contract between the Manasquan Board of Education and Mr. Dominic Carrea as Interim Business Administrator to begin October 21, 2013. Mr. Carrea's contract has been approved by the Executive County Superintendent of Schools, Mr. Joseph Passiment. (Salary set at \$600.00 per diem – minimum 3 days per week but up to 5 days with no benefits) (MEB/SDR)

*Motion was made by Mr. Shelton, seconded by Mr. Campbell, and carried by roll call vote to approve Manasquan/Sending District Motion – **Item #47.** (MEB/SDR)*

Roll Call Vote: Ayes (10), Nays (0), Absent (2) – Mrs. DiPalma and Mr. Furey

Mr. Bauer asked to group together Manasquan/Sending District Motions – Items #48 through #56.

- 48. Resolution:** To appoint the following persons to positions specified for the period beginning October 17, 2013 and ending at the next organization meeting of the Manasquan Board of Education: Interim Business Administrator/Board Secretary: Dominic Carrea
- 49. Recommend** approval of a contract with Howell Ice World for the 2013-2014 school year in the amount of \$26,100.
- 50. Recommend** approval a contract with the Atlantic Club for the 2013-2014 school year in the amount of \$15,750.00.
- 51. Recommend** approval of the following items to be purchased from CDWG by Middlesex Regional Education Services Commission for St. Denis under the N.J. Nonpublic School Technology Initiative Program:

3	MD199LL/A	Apple TV	\$99.00 ea.	\$297.00
3	MC8387N/8	HOM 1 Cable	\$19.00 ea.	\$ 57.00
3	H4752ZM/A	Digital Speakers	\$59.95 ea.	<u>\$179.85</u>
		Total:		\$533.85
1	2648924	HP OJ6600EA10 Printer		\$ 97.76
3	2536223	PromActiview 322 Visual Presenter		<u>\$2,231.94</u>
		Total:		\$2,329.70

Confirmation
of Bills

Manasquan
Motions #17 –
#45

Manasquan/
Sending Dist.
Motions

Change in
meeting date
November
2013

Contract
Approval -
Interim
Business Adm.
D. Carrea

Manasquan/
Sending Dist.
Items #48 –
#56

Appointment
Of D. Carrea

2013-14
Howell Ice
World contract

2013-14
Atlantic Club
Aquatics

Nonpublic
Technology
Purchase
St. Denis

Personnel

52. **Recommend** approval for **Marianne Caci** to teach an additional class for the Fall Semester – AP Studio Art – at a stipend of \$5,130.00. (Previously approved to teach the class for the Spring Semester)
53. **Recommend** approval to accept the resignation of Lisa Gallo, SEC.BO.PYRL.NA.15, Payroll Clerk, effective November 1, 2013.
54. Recommend approval of the following substitutes/home instructors for the 2013-2014 SY:
Lisa Gallo - Secretary
Jane Wassmer - Home Instructor
55. **Recommend approval of the bargaining unit salaries for the 2012-2013 and 2013-2014 school years as per Document 1-1 & 1-2.**

Athletics

56. **Recommend** approval to accept the resignation of **Tony Nemati** as the Varsity Ice Hockey Coach for the 2013-2014 school year.

*Motion was made by Mr. Campbell, seconded by Mrs. Walsh, and **carried** by roll call vote to approve Manasquan/Sending District motions – **Items #48 through #56.** (MEB/SDR)
 Roll Call Vote: Ayes (10), Nays (0), Absent (2) – Mrs. DiPalma and Mr. Furey*

Mr. Bauer asked for a motion to approve Manasquan/Sending District Motion #57.

57. **Recommend** approval of the following non-paid volunteer(s) for the 2013-2014 SY:
Luke Sinkhorn - Girls' Assistant Basketball Coach

*Motion was made by Mr. Pellegrino, seconded by Mr. Shelton, and **carried** by roll call vote to approve Manasquan/Sending District Motion – **Item #57.** (MEB/SDR)*

Discussion: Ms. LaPrete addressed Mrs. Walsh's question and stated that Mr. Sinkhorn did not have any family member playing on the Girls' basketball team.

Roll Call Vote: Ayes (10), Nays (0), Absent: (2) – Mrs. DiPalma and Mr. Furey

Mr. Bauer asked to group together Manasquan/Sending District Motions – Items #58 through #62.

58. Professional Days

Recommend approval of the **attendance** of staff members at conferences/workshops indicated below:

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
2013 – 2014 SY	Carol Kooklin, Lauren Pappa, Kristin Radzinsky, Barbara Kerensky	Webinar Series	ACTFL Webinars	No	\$75 registration
September 21 & 22, 2013	Rod Ravaioli	Tindall Park, Middletown	Monmouth County Tournament	No	\$29.94 mileage

Marianne Caci

CST
Bilingual
Evaluations

Substitutes/
Home
Instructors

Bargaining
Unit
Document 1-1
& 1-2

Tony Nemati
Resignation

Manasquan/
Sending
District #48 –
#56

Luke Sinkhorn

Manasquan/
Sending Dist.
Items #58 –
#62

H.S.
Professional
Days

MINUTES – October 17, 2013

October 2, 2013 & November 6, 2013	Barbara Kerensky	Belmar Elementary	Monmouth County Curriculum Consortium	No	None
October 3, December 12, 2013, March 27, May 8, 2014	Rick Coppola	Monmouth University	Principals' Academy	No	\$350 registration \$44.64 mileage
October 5, 6, 12, 13, 18, 2013	Rod Ravaioli	Mercer County Park, West Windsor	State Tournament	No	\$124.90 mileage
October 10, 2013	Justin Roach	Javits Center, New York City	NY Comic Con – connecting with Common Core Standards	Yes	None
October 23 & 24, 2013	Jack Campbell Tom Pellegrino	Atlantic City	NJSBA Workshop	No	\$44 each mileage \$97 each accom. \$99 each m/i
October 24, 2013	Susan VanNote	Millstone Middle School	LDTC Consortium	No	None
October 24, 2013	Robert Kehoe	Brookdale Community College	Information workshop for CST members	No	\$11.47 mileage
October 28, 2013	Barbara Kerensky	Neptune High School	PARCC, CCS w/Tracey Severns	No	None
October 28, 2013	Sharon Hawryluk	Monmouth Regional High School	Workshop for Teachers of Psychology	Yes	None
November 1, 2013	Jesse Place, Frank Scott, Jamie Egan	Piscataway	2013 Tech Symposium	No	\$27 mileage
November 14, 2013	Lisa Crowning	New York City	Socratic Seminar Introductory Workshop	Yes	\$215 registration \$41 mileage
November 21, 2013	Jill Moore	Princeton University	Down Syndrome Conference	Yes	\$50 registration \$32.55 mileage
December 6, 2013	Jason Bryant James Fagen	Princeton	NH Council for History Education	Yes	\$75 each registration \$13.33 each mileage
December 6, 2013	Dina Elms Lauren Gilbert	Hofstra University	School Counselor meeting	No	\$50.39 mileage
December 12, 2013	Jesse Place	Ocean Township High School	Monmouth Science Supervisor Meeting	No	\$6.63 mileage
April 14 -16, 2014	Bernie Bigley	Atlantic City	NJ School Buildings & Grounds Expo	No	\$100 registration \$45 mileage

H.S.
Professional
Days
(continued)

Student Action**59. Field Trips**

Recommend approval of the field trips listed below:

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
October 26, 2013	Lisa Crowning	Academic Team	Monsignor Donovan High School	To participate in a National History Bowl	No	\$300 transportation	None
October 28, 2013	Jamie Onorato	Yearbook	Rutgers Univ.	Attend a Fall Conference of the Garden State Scholastic Press Assoc.	Yes	\$375 transportation	School Account
November 16, 2013	Martin Januario	French Club	Princeton University	Guided tour of art museum and campus	No	No	None
November 18 & 25, 2013	Lisa Crowning	Academic Team	Monsignor Donovan High School	World Volkswagen Academic Challenge	Yes	\$350 each trip/transportation	
January 28, February 4, February 11, 2014	Lisa Crowning	Academic Team	Bridgewater/Raritan	To participate in Academic Bowl	No	\$300 each trip/transportation	None

H.S. Field Trips

60. Placement of Students on Home Instruction

Recommend that the following student(s) be placed on home instruction, as recommended by the Child Study Team:

#1660	Manasquan	September 30, 2013 – November 15, 2013	Medical
#151240	Manasquan	September 23, 2013 – TBD	Medical
#132074	Belmar	October 7, 2013 – TBD	Medical

Home Instruction

61. Placement of Students Out of District

<u>Student</u>	<u>Date</u>	<u>Placement</u>	<u>Tuition</u>
#2256	10/10/2013	Collier High School	\$44,202.90 (pro-rated)
#13318	9/16/2013	KIVA High School	\$10,200.00

Out of District Placements

62. Financials

Recommend acceptance of the following High School Central Funds Report for the month ending September 30, 2013 as per Document 2.

Financials
H.S. Central Funds
Document 2

Motion was made by Mrs. Verdi, seconded by Mr. Campbell, and carried by roll call vote to approve Manasquan/Sending District Motions – **Items #58 through #62.** (MEB/SDR)
Roll Call Vote: Ayes (9), Nays (0), Abstain (1) – Mr. Pellegrino, Absent (2) – Mrs. DiPalma and Mr. Furey

Mr. Bauer opened the second Public Forum.

Public Forum

63. Public Forum

Grace Roberts, 23 Lebanon, thanked Ms. LaPrete and the Board for rescinding the 24/7 Student in Good Standing policy and spoke on the damage it has caused and the need to rebuild trust.

Jeanne Petillo, 78 Morris Avenue, Manasquan, said she was appreciative of the Board's actions to rescind the policy. She questioned why the Board did not address her questions and concerns and thanked Mr. Coppola and Mr. Cahill for the time given to her. She said that discipline is best served by the parents and asked for the students' records to be expunged.

Dennis Roberts, 23 Lebanon Drive, Brielle, said he appreciated comments made by Mr. Pellegrino but the damage has been done. He said the drug policy is also a problem and to let the parents parent.

Dick Meincke, Manasquan, commented that the athletic field project is a capital expenditure and asked if any sending district has stepped up to contribute.

Mr. Bauer said this week's meeting with the sending districts was cancelled and Ms. LaPrete is trying to put together another meeting. Mr. Shelton said the sending districts have not been asked because the actual cost is not available since no bids are out yet. Mr. Walsh asked if Belmar has shared anything on their decision to contribute towards the project. Ms. LaPrete said there was no information between the Superintendents at this time.

Mr. Meinke referred to the June 25th vote by the entire Board and said it should be null and void if the project is a capital expenditure. He also said that Mr. Bauer should not vote on the project.

Marilyn Jacobson, 59 McLean Avenue, Manasquan, asked questions on cost estimates. Mr. Bauer addressed her questions and said the project would be done in phases. He said that the special board meeting on the 29th will be informative and questions will be answered with an open mike for the public.

Mr. Shelton addressed her questions on the lease purchase process and an extension to the permit.

Mike Crane, 70 N. Main Street, spoke on the foul balls that come over the fence onto his property from the girls' softball field causing damage to his property and the noise from the ropes hitting against the flag pole. Ms. LaPrete said a rider to the insurance policy was being looked into along with estimates for higher netting to remedy the foul ball situation.

Michelle LaSala, 44 Parker Avenue, Manasquan, commented that the Concerned Citizen Group is frustrated and all they ask for is budgetary answers on the athletic field project.

Jane Richards, Willow Way, Manasquan, said that people in the town want the project approved but the approach is all wrong.

Laura Hart, Manasquan, commented on having an alternative to improve the field.

Carl Straub, Willow Way, Manasquan, referred to the initial concept and long discussions on the field. He hoped that what is planned and at what cost would be provided on the 29th.

Mr. Shelton reported on the four areas that allow for sending district votes.

Mr. Meinke questioned how a sending district member can tell Manasquan how to spend their money.

Mr. Bauer closed the Public Forum.

64. Old Business/New Business

Ms. LaPrete thanked the Manasquan Elementary School for inviting her to attend Casino Night.

Ms. LaPrete spoke about Mrs. Hom and her resignation from the district. She shared with the Board and the public a token of appreciation that will be presented to Mrs. Hom and publically thanked her for her service to the district.

Old/New
Business

Mr. Bauer read the Sunshine Law Resolution.

65. Sunshine Law Resolutions

The Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. allows for the exclusion of the public from that portion of a public meeting when certain matters which might endanger the public interest or risk the deprivation of individual rights are discussed; and

Sunshine
Resolution

The Board of Education wishes to discuss the following matters in a non-public closed meeting with the resulting discussion being made public when proper conclusion has been reached and there is no longer a need for confidentiality:

1. ____ Matters rendered expressly confidential by state or federal law or a rule of court.
2. ____ Matters in which the release of information would impair a right to receive funds from the United States Government.
3. ____ Any matter the disclosure of which would constitute an unwarranted invasion of individual privacy unless the affected individual or his or her parent or guardian shall request in writing that the matter be disclosed at a public meeting.
4. ____ Pending or anticipated negotiations concerning a collective bargaining agreement with the MEA Association.
5. ____ Any matter involving the purchase of real property with public funds, the setting of banking rates or investment of public funds.
6. _X_ Any tactics and techniques utilized in protecting the safety and property of the public or any investigations of violations or possible violations of law.
7. ____ Any pending or anticipated litigation or contract negotiations other than collective bargaining contract negotiations in which the Board of Education is or may become a party or any matter falling within the attorney-client privilege to the extent confidentiality is required in order for the attorney to exercise his or her ethical duties as an attorney.
8. ____ Any matter involving the employment, appointment, termination of employment and the conditions of employment, evaluation or disciplining of any specific employee unless the individual employee requests in writing that the matter be discussed at a public meeting.
8. ____ Any deliberations that may result in the imposition of a civil penalty or suspension.
9. ____ Any appointment of a public official.

NOW, THEREFORE, BE IT RESOLVED, the Manasquan Board of Education will hold a closed executive session immediately. It is anticipated that the closed session will not last longer than 30 minutes. The Board of Education will not be returning to public session after the closed session.

Mr. Bauer asked for a motion to enter into closed executive session.

Motion to
Enter into
Closed Session

Motion was made by Mr. Campbell, seconded by Mr. Shelton, and carried by voice vote to enter into closed executive session.

66. Adjournment

Motion to Adjourn

Respectfully submitted,

Margaret M. Hom
Business Administrator/Board Secretary

PERSONNEL COMMITTEE MEETING
OCTOBER 9, 2013
5:30 P.M.

Committee Members: Pat Walsh (Chairperson), Julia Barnes, Ken Clayton,
Linda DiPalma, Michael Forrester (Alternate)

AGENDA/MINUTES

Committee Meeting was cancelled. All members were informed of the following items:

Old Business

1. Business Administrator Replacement:

- Interim – Mr. Dominic Carrea

2. Leaves of Absence

- Kindle Kuriscak – ES Special Education Teacher would like to revise her leave dates and come back a week early.

New Business

3. Teachers recommended for October 17, 2013 board approval

- Elementary School Special Education Teacher – Long Term Replacement – Danielle Romano (replacement for Jennifer Dyer)
- Student Band – Elementary School - for the 2013-2014 SY – Joseph Battista
- Middle School Math Teacher – Long Term Replacement – Allyson Boucher (replacement for Jistine Jones)
- Marianne Caci was approved to teach and extra class for the Spring Semester but should have been approved to teach the class for the Fall Semester

4. Stipend Positions

Approve Laurie Cosgrove for Kindergarten/New Student Orientation Program – August 28, 2013 – 5 hours - \$50/hour.

5. Resignations

Payroll Clerk – Lisa Gallo

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

Recommend approval for TCH.ES.SPED.RR.16 (4215) to amend her return date to December 2, 2013.
(Previously approved to return December 16, 2013)

Recommend approval of the appointment of Danielle Romano, TLR.ES.LTRT.02.01, as an Elementary School Special Education Teacher – long term replacement – beginning October 28, 2013 (or sooner) through February 21, 2014 at Step 1B, \$47,500.00 – pro-rated – final salary to be determined when contract negotiations are finalized. (Pending criminal history approval)

Recommend approval of the appointment of Allyson Boucher, TLR.ES.LTRT.05.06, as a Middle School Mathematics Teacher – long term replacement – beginning October 29, 2013 (or sooner) through April 3, 2014 at Step 1B, \$47,500.00 – pro-rated - final salary to be determined when contract negotiations are finalized.

Recommend approval for Joseph Battista to teach an additional class – Band Instruction – for the 2013-2014 SY at a stipend of \$5,130.00.

Recommend approval for Marianne Caci to teach an additional class for the Fall Semester – AP Studio Art – at a stipend of \$5,130.00. (Previously approved to teach the class for the Spring Semester)

Recommend approval for Laurie Cosgrove to be compensated for attending Orientation Programs on August 28, 2013 at a rate of \$50.00 an hour for 5 hours.

Recommend approval to accept the resignation of Lisa Gallo, SEC.BO.PYRL.NA.15, Payroll Clerk, effective November 1, 2013.

Recommend approval to accept the resignation of Tony Nemati as the Varsity Ice Hockey Coach for the 2013-2014 school year.

Recommend approval of the following non-paid volunteer(s) for the 2013-2014 SY:

Luke Sinkhorn - Girls' Assistant Basketball Coach

**POLICY COMMITTEE MEETING
OCTOBER 7, 2013
4:45 P.M.**

Minutes

Attendance: Julia Barnes (Chairperson), Katherine Verdi (Co-Chair), James Walsh, Tom Pellegrino, Mike Shelton (Alternate), Renae LaPrete, Rick Coppola, Michael Gross

NOTE: Any questions concerning minutes, please contact Renae.

1. Old Business

- **1:1 Device /Bring Your Own Device (BYOD)**

We informed the committee that our Student Mobile Device Committee met on 9/25/2013. It was agreed that the high school move forward with a procedure at this time. Students would be allowed to Bring Their Own Device with the teacher's discretion. As we move along with the process with the 1:1, a policy is needed. This also will be discussed in the Education, Curriculum & Technology on Wednesday, 10/9/2013.

- **Student in Good Standing Policy #2438**

There was a lengthy discussion on whether the board will proceed with off school grounds infractions. Options were discussed and the committee unanimously agreed to rescind Policy and Regulation 2438, Student in Good Standing. The high school administration will review Policy 5600, Pupil Discipline/Code of Conduct and add parameters once reviewed. We will be preparing a statement for the public meeting explaining our position for rescinding Policy 2438 after new information from the Prosecutor's Office was received.

- **BYLAW #0164 – Conduct of Board Meetings**

(Order of Business) Our board agenda aligns to our Bylaw #0164. No changes.

- **BYLAW #0166 – Executive Session**

The committee recommended that we use the recommended Bylaw #0166, "Motion To Go Into Executive Caucus", from what we currently use (Attached). The items listed 1-9 are more accurate. This will be placed on the 10-17-13 agenda for board approval.

- **BYLAW #0167 - Public Participation in Board Meetings**

There was a discussion about adding #3 (attached) to Bylaw #0167 which states that the public provide documentation Thursday before the board meeting (one week in advance). The documentation would not be discussed at the meeting. Two committee members were in favor and two not.

The Superintendent is not a voting member however, she was asked her opinion. Renae recommended that Bylaw #0167 – Public Participation in Board Meetings be placed on the agenda. The board can ask questions at that time and then make a decision to approve or not approve the motion.

2. New Business

- **Televising Board of Education Meetings**

Lee Weisert, teacher at MHS and in charge of MHS TV, has asked if the board is interested in videotaping their board meetings. The committee asked if Renae could find out if there was a cost for Mr. Weisert's services. If so, the committee would not be interested. As I receive information, I will let you know.

EDUCATION, CURRICULUM & TECHNOLOGY COMMITTEE MEETING

OCTOBER 9, 2013

Committee Members: Linda DiPalma (Chairperson), Katherine Verdi (Co-Chair),
Mark Furey, James Walsh, Julia Barnes (Alternate)

AGENDA/MINUTES

Meeting was cancelled. All committee members were notified.

Any questions, please contact Renae.

1. Old Business

- **1:1 BYOD**

The Student Mobile Device Committee met on September 25. The next meeting is October 16th. The high school administration recommended that the high school students be allowed to Bring Their Own Device for use in the classrooms per teacher approval. Mr. Coppola will be sharing this information with the high school faculty on October 16th. This will be a procedure as we move forward with the 1:1 device for all students.

2. New Business

- **NJ ASK Scores**

Mrs. Graziano and Mr. Kirk will report our 2013 Spring NJASK Results at the November 13, 2013 committee meeting.

- **Manasquan District Goals 2013-2014**

Each year, school districts are to update the district goals for board approval. Please review the attached.

- **FYI**

October 21 – 25 – Violence Awareness Week
October 28 – 31 – Red Ribbon Week

- **PARCC Field Test**

We have been asked by the New Jersey Department of Education to participate in the PARCC Field Test:

MHS – Algebra 1 – 2 classes
MHS – Grade 10 – ELA – 2 classes
MES – Grade 4 – Math – 2 classes

3. Other

For November meeting – Lease Purchase Options - Technology

Manasquan District Goals 2013-2014

ACADEMIC

1. The district will ensure that all students achieve to their full potential academically and acquire the essential 21st century life skills necessary to be successful in higher education or the workforce. To accomplish this:
 - a. The district will meet the New Jersey State annual measurable objectives (AMOs) at each grade level of the NJASK and the HSPA.
 - b. The district will meet or exceed the DFG in all areas and grade levels of the NJASK and HSPA.
 - c. All students will be reading at or above grade level by the end of third grade as determined by the Fountas & Pinnell Benchmark Assessment System.
 - d. All teachers will receive professional development on implementing the Common Core Standards to meet state requirements.
 - e. All certified staff will continue to receive professional development on the Charlotte Danielson Frameworks for Professional Practice for implementation of the new teacher evaluation model in the 2013-2014 school year.
 - f. Evaluate the effectiveness of the inclusion model by examining and monitoring student academic growth using data from report cards, state tests, IEP progress reports and evaluations by the Child Study Team.
 - g. In collaboration with the sending districts, develop a plan to ensure all freshman have the opportunity to enroll in Biology.
 - h. Increase the average daily attendance at MHS and MES to 96% to meet the benchmark set by the state.
 - i. To develop a plan for implementation at the end of the 2013-2014 school year, for increasing the number of eighth grade students selecting to attend Manasquan High School.

FACILITIES

The district will use the results of the energy audit by DomeTech and advice from FVHD Engineering to determine projects that will improve energy efficiency of our buildings.

1. Implement suggestions from the Energy Audit that are fiscally achievable.
2. Investigate the repair/replacement of the aging HVAC units in Manasquan High School and the replacement of the control system in the media center addition.
3. The administration will evaluate classroom space and athletic facilities for better utilization of all high school buildings and grounds.

Manasquan District Goals 2013-2014

ASSET MANAGEMENT

The district will develop an asset management plan/five-year facilities plan and determine a method of funding the plan.

COMMUNITY

The district will embark on the creation of a three to five-year Strategic Plan to be completed and presented to the Board of Education for adoption and implementation by the beginning of the 2014-2015 academic year. The plan, built with input from students, parents, staff and community members, will serve as the Manasquan School District's vision of the future.

TECHNOLOGY

1. The district will implement a revised 3 year technology plan with the primary goal of providing cutting edge, 21st century tools to all students and staff and incorporating more effective communications tools for the students, staff and community with updates to the web-site and learning portals.

MANASQUAN BOARD OF EDUCATION GOALS 2013-2014

BOARD STRUCTURE

The board of Education will transition to a committee structure commencing in January 2013.

The board will establish parameters and guidelines for committees including: Personnel, Education, Curriculum & Technology, Policy, Athletics, Buildings & Grounds & Finance.

The board will review all board policies as they are developed by Strauss Esmay.

HIRING OF SUPERINTENDENT

The board will interview candidates for the position of Superintendent of Schools.

The board, in conjunction with the community input, will ensure the selection of an individual with experience, beliefs, values and vision to oversee the district.

STUDENT ACHIEVEMENT & ASSESSMENT

The board will continue to monitor district policies and procedures which effectively support student learning, development and achievement.

The board and the Superintendent will develop a schedule of reporting student progress to both the board and the general public through the utilization of specified guidelines outlined in the district goals.

BUDGET STABILITY AND FISCAL RESOURCE ALLOCATIONS

The board recognizes budget stability and prudent allocations of fiscal resources are essential in order to continue to garner public support for both the board as an institution and to successfully implement a clearly defined mission to provide a quality education for each student. The board is committed to a transparent budget process.

The board and administration will allocate our funding in a balanced approach in support of district goals to enhance the instructional environment for our students, taking into account educational needs, providing for the capital needs of the district and achieving the state of good repair of the district's facilities.

CAPITAL NEEDS AND FACILITIES ENHANCEMENTS

The board believes that all district facilities should be maintained in a state of good repair and that the capital needs should be addressed in a comprehensive plan in coordination with prudent allocation of the district's fiscal resources.

Future projects may include solar, energy reduction alternatives and athletic field improvements. The Superintendent will brief the board routinely regarding the district's current and future needs and funding alternatives.

MANASQUAN BOARD OF EDUCATION GOALS 2013-2014

EMPLOYEE RECOGNITION

The board is committed to identifying and recognizing district employees who have performed their duties in a positive and exemplary manner and those that are positive role models to the students and their coworkers. The Superintendent shall develop the appropriate criteria by which employees will be nominated and judged from all work groups.

The Superintendent shall advise the board of the criteria and process by which nominations and selections will be made for such recognition and present those recommendations no later than the May 2014 meeting. Recognitions may include both certified and non-certified staff members.

MONITORING OF PROGRESS

The Board of Education will monitor the district's progress toward achieving the established district goals for the 2013-2014 school year.

The Superintendent will provide periodic status updates to the board and public.

**ATHLETIC/COMMUNITY RELATIONS COMMITTEE MEETING
OCTOBER 10, 2013**

Agenda/Minutes

Committee meeting was cancelled. All members were informed.

NOTE: Any questions concerning minutes, please contact Renae.

Old Business - None

- **AED'S: Automatic External Defibrillator**

Beginning with the 2013-2014 school year, an AED Policy will need to be approved. Mr. Kornegay checked with our off campus facilities regarding AED'S. The AED'S are in every building of the Atlantic Club, at the Howell Ice Palace and are on carts for all athletic events. This item was discussed at last month's meeting but we didn't have this information at that time.

1. New Business

- Resignation – Ice Hockey Coach – Tony Nemati
- Volunteer – Luke Sinkhorn – Girls' Assistant Basketball Coach

**FINANCE COMMITTEE MEETING
OCTOBER 15, 2013
MINUTES**

The Finance Committee Meeting was postponed from October 10, 2013 to October 15, 2013

Finance Chairperson: Michael Shelton

Administrators: Renae LaPrete, Peg Hom

Committee Members: Tom Bauer, Ken Clayton, Mark Furey

Present: Michael Shelton, Tom Bauer, Ken Clayton, Renae LaPrete, Dominic Carrea, Peg Hom

Old Business:

1. Demographic Report – Can we make the final payment?

Mr. Shelton indicated that he had spoken to Dr. Richardson and that he would like to update our information with this year's ASSA numbers. He said that he will refresh his numbers and give us a final report.

2. Salary Guides

The committee was informed that the MEA would be voting on the salary guides. The final vote is expected to be tallied on Thursday.

3. RFP for Custodial and Grounds – Given to Dominick Carrea for future discussion
4. RFP Banking – Given to Dominick Carrea for future discussion.
5. RFP Health Insurance Broker – Given to Dominick Carrea

A discussion took place about an RFQ vs. an RFP for insurance brokers. Dominic suggested an insurance person write the RFQ or RFP and that a cost for that service be investigated.

6. Audit – Once guides are approved the audit can be finalized

Peg indicated that she is trying to finalize the audit before her departure on Friday, October 18, 2013. The audit could not be finalized until the retro pay for 2012-2013 was calculated which was dependent on the approval of the guides by the MEA and Board.

7. Jersey Cares Update – October 12, 2013 – Elementary School

Due to weather Jersey Cares was only able to do in-house work. They painted the Elementary School Vice Principals office and the Teachers Room.

8. Door ROD Gran and Other ROD Grants – No Update
9. Softball Field Issue: Updated Quotes from Bernie \$21,148.50
 - a) Adjoining Property – Eirich – Claim
 - b) Modifications made to date
 - c) Other proposals presented in 2010 and 2013
 - 1) Dome Backstop Estimate: \$10,000
 - 2) Tex-Net Estimate: \$27,878.26

*A follow up with the carrier by our insurance agent confirms no liability on the part of the Board of Education under Title 59. The carrier further confirmed that Mr. Eirich was told that the only amount he could recover was his deductible. Therefore, the insurance company is not moving on the issue. It is their opinion that Mr. Eirich would not have a case.

Peg reported that the information above was provided by our insurance carrier. The committee discussed possible solutions. The Business Office was asked to explore the cost of a property rider to cover the adjacent properties.

10. Tree Removal, Re-grading and Fencing Costs
 - a) At the last meeting the committee decided not to take the tree down by the Board Office and look for alternative solutions to the flooding issue.
 - b) The tree by the Tennis Courts was removed
11. Second amendment to the MATRIXNEWORLD contract not approved to date: \$21,000.00 (Bid Phase \$4,000.00, Limited Construction Support Services \$14,500.00, Estimated Direct Expenses \$2,500.00)

This is still on hold until project approval is received.

New Business:

1. Contract for Ice Hockey – Contract is being revised as per attorney review

Peg informed the committee that the attorney suggested changes to the contract which were forwarded to Howell Ice World. The contract will be approved as amended.

2. Contract for Swimming – Contract is being revised as per attorney review

Peg informed the committee that the attorney suggested changes to the contract which were forwarded to the Atlantic Club. The contract will be approved as amended.

- 3.
4. Systems 3000 Automated Employee Portal – Mandatory Direct Deposits for all Employees
P.L. 2013 Chapter 28
 - a) The initial set up will cost approximately \$3000
 - b) There will be an annual cost of \$8.95 per employee for 24 paystubs and 1 W-2

This proposal was put on hold until a new Business Administrator is appointed and decisions are made with regard to how and by whom the payroll will be processed in the future. The committee discussed using temporary help until a decision could be reached.

5. NCLB Carryover

Peg said this is a standard resolution for carryover funds.

6. Acceptance of IDEA Funds

Peg said this is a standard resolution for annual acceptance of IDEA Funds

7. Transportation

Peg said this is the approval of all transportation contracts to date.

8. Non Public Technology Order

Peg said this is just the processing of an order requested by the Non-Public school through MRESC.

9. Ratification of Agreement with the MEA

The committee was told that the MEA is voting on the salary guides. The outcome of that vote will be tallied on Thursday.

10. Approval of Salaries and Salary Guides

The committee was told that if the MEA approves the salary guides the Board would be able to move forward and approve the salaries for 2012-2013 and 2013-2014.

11. Presentation by Finance Chair

Mr. Shelton said he anticipates doing some type of presentation at Thursday's meeting.

12. Monthly Reports

13. Other Items for Discussion

PROPOSED RESOLUTIONS FOR OCTOBER 17, 2013 AGENDA

Recommend approval of a contract with Howell Ice World for the 2013-2014 school year in the amount of \$26,100.00.

Recommend approval a contract with the Atlantic Club for the 2013-2014 school year in the amount of \$ 15,750.00

Recommend approval of a one-time setup fee of approximately \$3,000 to Systems 3000 to establish an Employee Portal for Direct Deposits to comply with P.L. 2013, Chapter 28.

This resolution was place on hold for future discussion.

Recommend approval of an annual fee to Systems 3000 for 24 pay stubs and 1 W-2 at a rate of \$8.95 per employee.

This resolution was placed on hold for future discussion.

Recommend approval of carryover funds from the FY13 NCLB Grant to the FY14 NCLB grant in the amount of \$1,308.00.

Recommend acceptance of funds for 2014 FY for the IDEA allocation in the amounts of \$217,097.00 for the Basic Grant (\$206,058.00 for public, \$11,039.00 Non-Public School), and \$6,342.00 for the Preschool Grant.

Recommend approval of the Transportation Contracts and Agreements for the 2013-2014 school year as per Document

Recommend approval of the negotiated agreement with the Manasquan Education Association for the 2012-2013, 2013-2014 and 2014-2015 school years.

This resolution is not necessary this was done on May 28, 2013 agenda pending salary guide approval.

Recommend approval of the salary guides for 2012-2013, 2013-2014 and 2014-2015 for all MEA Units.

This is a **new** resolution, added after reviewing the May resolution.

Recommend approval of the salaries for 2012-2013 and 2013-2014.

Recommend approval of the following items to be purchased from CDWG by Middlesex Regional Education Services Commission for St. Denis under the N.J. Nonpublic School Technology Initiative Program:

3	MD199LL/A	Apple TV	\$99.00 ea.	\$297.00
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3	MC8387N/8	HOM 1 Cable	\$19.00 ea.	\$ 57.00
3	H4752ZM/A	Digital Speakers	\$59.95 ea.	<u>\$179.85</u>
			Total:	\$533.85
1	2648924	HP OJ6600EA10 Printer		\$ 97.76
3	2536223	PromActiview 322 Visual Presenter		<u>\$2,231.94</u>
			Total:	\$2,329.70

Presentation by Finance Chair to be placed on Agenda

**BUILDINGS AND GROUNDS COMMITTEE MEETING
OCTOBER 15, 2013
MINUTES**

The Buildings and Grounds Committee Meeting was postponed from October 10, 2013 to October 15, 2013

Buildings and Grounds Chairperson: Tom Bauer

Administrators: Renae LaPrete, Peg Hom, Bernie Bigley

Committee Members: Michael Shelton, Jack Campbell, Michael Forrester, Pat Walsh (A)

Present: Tom Bauer, Michael Shelton, Ken Clayton, Renae LaPrete, Dominic Carrea, Ken Clayton, Bernie Bigley, Peg Hom

Old Business:

1. The Door Project remains on hold until we receive notice of ROD Grants.

Peg indicated that we have no new information on the ROD grant for the door project.

2. Other ROD Grants – No Update

Peg indicated that we have no new information on the other ROD grant submissions.

3. The RFP for Janitorial and Grounds – Given to Dominick Carrea for future discussion.

4. Softball Field Issue: Updated Quotes from Bernie \$21,148.50

- a) Adjoining Property – Eirich – Claim
- b) Modifications made to date
- c) Other proposals presented in 2010 and 2013
 - 1) Dome Backstop Estimate: \$10,000
 - 2) Tex-Net Estimate: \$27,878.26

*A follow up with the carrier by our insurance agent confirms no liability on the part of the Board of Education under Title 59. The carrier further confirmed that Mr. Eirich was told that the only amount he could recover was his deductible. Therefore, the insurance company is not moving on the issue. It is their opinion that Mr. Eirich would not have a case.

Peg reported that the information above was provided by our insurance carrier. The committee discussed possible solutions. The Business Office was asked to explore the cost of a property rider to cover the adjacent properties.

5. Mosquito Commission Agreement

- a) May come back and do more work between the school and the storage building but we are at the end of the list for this additional work.

The committee would like the balance of the stream behind the Elementary School cleared and de-snagged. They would also like the vegetation of the fence cleared away so that the field is fully visible. Mr. Bigley was asked to instruct the grounds people to take care of this.

6. Tree Removal, Re-grading and Fencing Costs

- a) At the last meeting the committee decided not to take the tree down by the Board Office and look for alternative solutions to the flooding issue.
- b) The tree by the Tennis Courts was removed

7. Tennis Courts:

- a) The courts were power washed. Bernie has scheduled this work for June with All Star Tennis. This was one of the quotes we provided to council. Joe Delorio has taken care of reserving the town's share.
- b) During walk thru Cory suggested the removal of the hedges by the Tennis Courts. Bernie expressed concern because the hedges block wind and leaves from flying onto the court. Should we remove or just trim down hedges?

Peg reported that she had a discussion with Cory and he was going to trim all of the hedges around the tennis courts to the same height. Mr. Bigley reported that the height would be approximately 6 feet. Mr. Barer and Mr. Shelton expressed concern that the hedges be maintained on a regular basis. They felt that if this did not occur they should be removed. Mr. Bigley was to follow up with the grounds crew.

8. Fencing on the Elementary School side was discussed on the walk-thru. Tom's recommendation is a post and rail fence at the top of the concrete wall. The fence by the garden is one of the projects Jersey Cares is considering. Should we wait and see or should we proceed with the fence?

Mr. Bigley indicated that the fence in front of the culvert was being addressed. The fence by the garden plots is on the list for New Jersey Cares but there is no date scheduled for the replacement of the current fence.

9. Rooms 120, 210, and 212 carpets were replaced with tile.

This update was given to the committee.

10. School Dudes is expected to be replaced with an in-house maintenance system by the end of October.

This update was given to the committee.

11. Jersey Cares will be coming in on Saturday, October 12, 2013 to do work at the Elementary School. A description of their proposed work is attached.

Due to weather Jersey Cares was only able to do in-house work. They painted the Elementary School Vice Principals office and the Teachers Room.

There was also a discussion that any murals/drawings/paths etc. on our property should be approved prior to any work being done.

12. Second amendment to the MATRIXNEWORLD contract not approved to date: \$21,000.00 (Bid Phase \$4,000.00, Limited Construction Support Services \$14,500.00, Estimated Direct Expenses \$2,500.00)

This is still on hold until project approval is received.

New Business:

1. Tim Clayton – Security - Discussion
 - a. Wave Security System – Virtual Buttons
 - b. 2 New Antennas
 - c. Issue behind the Elementary School
 - d. Radio System

Mr. Clayton was not asked to join the committee when the meeting date changed. Ms. LaPrete will be making arrangements for Mr. Clayton to discuss the items above with the committee.

2. 3 Year Maintenance Plan

Peg distributed the 3 year Maintenance Plan to be adopted at Thursday's meeting.

3. M-1

Peg distributed the M-1 to be adopted at Thursday's meeting.

4. Facilities Checklists

Peg distributed the Facilities Checklists to be adopted at Thursday's meeting.

5. Other Items for Discussion

PROPOSED RESOLUTIONS FOR OCTOBER 15, 2013 AGENDA

Recommend approval of the 3 year Maintenance Plan.

Recommend approval of the M-1 and Facilities Checklists.

Recommend acknowledgement of the work donated by Jersey Cares on October 12, 2013 to our Elementary School.

All three motions were moved forward to the agenda.



ACLU

AMERICAN CIVIL LIBERTIES UNION
of NEW JERSEY

FOUNDATION

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VIA E-MAIL

October 17, 2013

Manasquan Board of Education
169 Broad Street
Manasquan, New Jersey 08736

RE: Policy #2438 – Student in Good Standing

Dear President Bauer and Board Members:

On behalf of the American Civil Liberties Union of New Jersey ("ACLU-NJ"), I write to express our support for the recommendation on tonight's agenda to rescind Manasquan Board of Education Policy #2438 establishing a "Student in Good Standing" program.

As you may be aware, the ACLU-NJ has more than 15,000 members and works throughout the state to defend and extend the constitutional rights of New Jerseyans, including the rights to privacy, equal treatment, and due process. Over the summer, we received complaints from parents from the Manasquan school district about Policy #2438 and the way it has been implemented and enforced. Last month, the ACLU-NJ requested the policy and other materials as part of our investigation in to the policy's impact on the civil liberties of students and parents in the district.

The ACLU-NJ believes that school policies that attempt to exercise authority over the behavior of students 24 hours a day and 7 days a week raise serious constitutional concerns. Unless a student's behavior outside of school directly and substantially *has a nexus to the school and disrupts the school*, then discipline should rest with parents and the juvenile justice system, where appropriate. A New Jersey appellate court recently affirmed the Commissioner of Education's determination that a school district with a policy that disciplined students for conduct at all times and places (including arrests for alleged violations of statutes or ordinances) exceeded their statutory and regulatory authority. *G.D.M. v. Bd. of Educ. of Ramapo Indian Hills Reg'l High School District*, 427 N.J. Super 246, 251 (App. Div. 2012). Though the court did not need to address the constitutional concerns because of the clear violations of statutes and regulations by the district, the ACLU-NJ filed a friend-of-the-court brief in that case to explain that these policies threaten the rights of parents to raise their children and of students to exercise their free expression and to be free of the school's exercise of arbitrary, limitless authority unconnected to any legitimate interest within the school environment.

According to Manasquan's Student in Good Standing contract, students who allegedly violated a statute or ordinance that resulted in stationhouse adjustment, summons, or criminal charge were immediately suspended from participating in all school activities. This type of indiscriminate penalty is precisely what

the *G.D.M.* court found unlawful. I also note that the policy is triggered at the initiation of law enforcement action and assumes that the student has committed the alleged infraction. The policy does not take into consideration that a student could be cleared of the charges.

Just as concerning, to "regain the privilege of participating in activities and athletics," students are required to gather evidence of their "good standing" including letters and testimony from other members of the school community. This process of students documenting their worthiness is stigmatizing and overly intrusive, requiring them to share the personal and usually confidential fact that they have had involvement with law enforcement with teachers and coaches.

The ACLU-NJ, therefore, urges each of you to vote in favor of rescinding Policy # 2438. We further request that you direct district administrators to expunge the records of all students who were subjected to the policy, so that they and their families can rest assured that this unlawful policy will have no further consequences.

Thank you for your consideration of these important issues.

Sincerely,


Jeanne LoCicero
Deputy Legal Director

cc: Renae LaPrete, Superintendent