

**MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION**  
**COMBINED COMMITTEE OF THE WHOLE MEETING &**  
**REGULAR PUBLIC BOARD OF EDUCATION MEETING**

Manasquan Borough  
Manasquan High School Charles Raffetto Media Center  
April 15, 2025  
6:00 P.M.

**AGENDA**

**1. Call to Order**

**2. 48- Hour Notice**

Opening Statement: Pursuant to N.J.S.A. 10:4-10, notice of this meeting being held on Tuesday, April 15, 2025, 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.

**3. Pledge of Allegiance**

**4. Roll Call**

Bruce Bolderman	Paraskevi Cavanagh (Lake Como)	Jaime Malone
Donna Bossone	David D'Ambrosio (Brielle)	Thomas Pellegrino
Anthony Carnahan (SLH)	William Dibble	Alexis Pollock
Eugene Cattani	Joseph Loffredo	Alfred Sorino

**5. Mission Statement**

Manasquan School District empowers all students by providing a safe, healthy, and inclusive environment where continual growth, perseverance, and rigorous academic standards are balanced with extensive extra-curricular opportunities and rich tradition through partnership with community.

**6. 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 placed on the agenda at the next Combined Committee of the Whole and Regular Board meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After discussion during the Committee of the Whole portion of the meeting, the matter is focused on during the Regular Public Board Meeting agenda and presented to the Board of Education for a vote.

**7. Student Board Representative Report**

**8. Presentations**

- **High School Students of the Month**
  - **Freshman – Tessa Kelly**
  - **Sophomore – Caroline Watson**
  - **Junior – Lilly Hackett**
  - **Senior – Caroline Giblin**

- **High School Teacher of the Month** – Linda Hoeler
- **Elementary School Student of the Month** – Lily Kurack
- **Elementary School Teacher of the Month** – Carrie Eastmond
- **Manasquan Elks Essay Contest Winners: “What Does Patriotism Mean To Me?”**
  - Aubrey Opatosky
  - Chessa Thieme
  - Kirsten Femenella
  - Harper Robinson
  - Sidney Pollock
  - Brooke Doyle
  - Tallie Lake
- **MHS Wrestling Recognition**
  - Michael O’Connor – Two Time District Champion
- **MHS Girls Basketball**
  - A-Central Shore Conference Division Champions
  - Central Jersey Group II Sectional Champions
  - Central Jersey Group II State Champions
- **MHS Boys Basketball**
  - Central Jersey Group II Sectional Champions
  - Central Jersey Group II State Champions

➤ **Five Minute Break**

- **Directors’ Reports**
  - Report of the Director of Curriculum and Instruction – Rick Coppola
  - Report of the Director of Special Services – Cindy Cimino
  - Report of the Director of School Counseling Services – Lesley Kenney

**9. Acceptance of Minutes**

**Recommend** acceptance and approval of the minutes of the Combined Committee of the Whole and Regular Public Meeting and the Closed Executive Session of March 11, 2025. Executive Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed executive session no longer exists.

**10. Public Forum on Agenda Items**

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. In the event it appears the public comment portion of the meeting may exceed 45 minutes, the presiding officer may limit each statement made by a participant to 3-5 minutes duration. 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. In order to ensure all members of the public who wish to participate are afforded a timely and orderly opportunity to do so, the Board may not

answer questions posed by those making comments. The Board may address questions posed during this period once all members of the public wishing to speak have done so. 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.

## **11. Public Forum**

## **12. Discussion Items April 15, 2025 Agenda (\*Denotes Action Item on This Agenda)**

- **Education, Curriculum & Technology**
  - **Curriculum Committee Report – Alexis Pollock**
  - **Strategic Planning Report – William Dibble**
- **Personnel– To be Discussed in Executive Session\***
- **Policy\***

### Policies & Regulations for *Amendment* - First Reading

#### ***Students***

P & R 5111 – Students Eligibility of Resident/Nonresident Students (M)  
P 5460 – High School Graduation (M)  
P 5512 – Harassment, Intimidation, or Bullying (M)  
P 5516 – Use of Electronic Communication Devices  
P & R 5533 – Student Smoking (M)  
P 5710 – Student Grievance

#### ***Property***

P & R 7441 – Electronic Surveillance in School Buildings and on School Grounds (M)

#### ***Operations***

P 8500 – Food Services (M)

#### ***Community***

P & R 9320 – Cooperation with Law Enforcement Agencies (M)

### Policies & Regulations for *Adoption* - First Reading

#### ***Students***

R 5516 – Use of Electronic Communication Devices

#### ***Community***

P 9163 – Spectator Code of Conduct for Interscholastic Events (M)

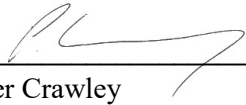
### Policies & Regulations for *Abolishment*

#### ***Finances***

P 6153 – Tuition Program for Non-Resident/Regular Education Students

- **Finance**

Peter Crawley, the Business Administrator/Board Secretary for the Manasquan Public School District certifies that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

  
Peter Crawley

School Business Administrator/Board Secretary

- **Buildings & Grounds/Facilities**

- **Construction Update**

### 13. **Superintendent's Report & Information Items**

- **Enrollment – Document A**

- **Total Enrollment – 1,396**

- High School: 919
- Elementary School: 477

- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Reports, Suspensions & Tardy Reports– Document B**

- **High School/CLI:**

- **March 19<sup>th</sup> – Evacuation Drill**
- **March 25<sup>th</sup> – Fire Drill**

- **Elementary School:**

- **March 7<sup>th</sup> – Fire Drill**
- **March 11<sup>th</sup> – Lockdown Drill**

- **HIB Monthly Report – Document C**

- **High School: No Report for the Month**
- **Elementary School: One Incident, One Not HIB**

- **Update on Strategic Planning**

- **Update on Differentiated Professional Development**

**Recommend** approval and acceptance of the Superintendent's Report.

### **MANASQUAN**

#### **General Items**

#### **Professional Days**

### 14. **Recommend** approval of the **attendance** of staff members at conferences/workshops, as per **Document 1**.

## **Student Action**

### **Field Trips**

15. **Recommend** approval of the field trips, as per **Document 2**.

### **Placement of Students on Home Instruction**

16. **Recommend** that the following student(s) be placed on home instruction, as requested by Guidance or the Child Study Team and approved by the school physician: None for the Month

### **Placement of Students Out of District**

17. **Recommend** approval of the revised 2024-2025 External Placement list that reflects tuition costs and transportation costs. **No Report for the Month**

### **Financials**

18. **Recommend acceptance** of the following **Elementary School Central Funds Report** for the month ending **MARCH 2025** as per **Document 3**.

## **MANASQUAN/SENDING DISTRICTS**

### **General Items**

#### **Secretary's Report/Financials**

19. **Recommend acceptance** of the following **Financial Reports, High School Central Funds Report, Purchase Orders and Payment and Confirmation of Bills (Current Expense) and (Capital Expense)**.

The Business Administrator/Board Secretary certifies that as of **MARCH 2025** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

**Be It Resolved:** Pursuant to N.J.A.C. 6A:23A-16.10 (c)3 the Board of Education of the Borough of Manasquan accepts the Business Administrator/Board Secretary's certification as of **MARCH 31, 2025** 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 **MARCH 31, 2025**, as per **Document D**. (The Treasurer of School Moneys Report for the month of **MARCH 2025** is on file in the Business Office and is in balance with the Secretary's Report).

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, 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 **MARCH 31, 2025**, 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 **2024-2025 budget for MARCH** as recommended by the Superintendent of Schools, as per **Document D**.

**Purchase Orders** for the month of **MARCH 2025** be approved, as per **Document E**.

**Recommend acceptance** of the **Cafeteria Reports - Document F**

**(C) Be it Resolved:** that the Bills (Current Expense) in the amount of **\$2,335,936.82** for the month of **APRIL, 2025** be approved. Record of checks (**#57060 through #57102**), and distributions are on file in the Business Office.

**Confirmation of Bills** (Current Expense) for **MARCH, 2025** at **\$3,573,993.53** and checks (**#56859** through **#57059**).

20. **Recommend** acceptance of the following High School Central Funds Report for the month ending MARCH 2025 as per **Document G.**
21. **Recommend** approval of Addendum #1 for the 2025-2026 Food Service Management Company Services, provided by Culinary Classics, LLC. Culinary Classics, LLC, will collect a Flat Management Fee of \$22,000 annually, guarantee a return of \$25,000 annually, and a total contract cost, in the amount of \$686,364. Addendum #1 does not reflect a fee increase from the Base Year Agreement.
22. **Recommend** approval of the Agreement for the Provision of Educational Services with MOESC for the 2025-2026 school year, as per **Document H.**
23. **Recommend** approval of Pay Application #8 from Honeywell International Building Solutions, for the ESIP project, in the amount of \$239,457.22, as per **Document I.**
24. **Recommend** approval of Pay Application #9 from Honeywell International Building Solutions, for the ESIP project, in the amount of \$167,398.00, as per **Document J.**
25. **Recommend** approval of Pay Application #8 from H&S Construction, for the Manasquan High School & Elementary School Renovations/Repairs, in the amount of \$298,607.12 as per **Document K.**
26. **Recommend** approval of Change Order #2 from Honeywell, for modifications to ECM 2 Mechanical, in the amount of \$53,170.00, as per **Document L.**
27. **Recommend** approval of Change Order #005 for Alterations and renovations at the Manasquan HS and ES with H&S Construction, in the amount of \$99,442.05 as per **Document M.**
28. **Recommend** approval of the agreement with Kroll, LLC, to provide the Manasquan Board of Education with an updated fixed asset accounting ledger for accounting and financial reporting as of June 30, 2025, as per **Document N.**
29. **Recommend** approval of the limited services proposal with Tokarski-Millemann Architects to provide services related to boiler replacements at Manasquan Elementary School in an amount not to exceed \$27,495, as per **Document O.**
30. **Recommend** approval of the application of a ‘other capital project’ to the NJDOE Office of School Facilities for all necessary approvals related to the boiler replacements at the Manasquan Elementary School.
31. **Recommend** approval of the withdrawal of \$450,000 from the capital reserve account in order to fund construction and design costs related to boiler replacements at Manasquan Elementary School.
32. **Recommend** approval of the Business Administrator to solicit bids for the replacement of boilers at the Manasquan Elementary School.

**33. Recommend** approval of the pricing agreement and subscription contract with Red Rover Technologies, LLC, for the annual subscription and implementation fees for Absence Management and Hiring modules as listed below for the 2025-26 school year. This purchase does not have an applicable state contract and qualifies as exempt under N.J.S.A. 18A:18A-5(19). *(Pending attorney review of contract.)*

- Absence Management: \$7,600 annual subscription + \$2,000 one-time implementation
- Hiring: \$8,000 annual subscription + \$1,500 one-time implementation

**34. Recommend** approval of the adoption of following the job description, as per **Document P:**

- Board Certified Behavior Analyst (BCBA)

**35. Recommend** approval of the following school and district administrators as members of the District's Affirmative Action Team for the 2025-2026 school year and authorize the Affirmative Action Team to conduct a needs assessment for the development of the District's 2025-2028 Comprehensive Equity Plan, pursuant to N.J.A.C. 6A:7-1.4(c):

- Donald Bramley, Supervisor of Athletics - Affirmative Action Officer
- Jesse Place, Assistant Superintendent
- Cindy Cimino, Director of Special Services
- Lesley Kenney, Director of School Counseling Services
- Matthew Kukoda, HS Principal
- Megan Manetta, ES 5-8 Principal
- Jaclyn Puleio, ES PK-4 Principal
- Craig Murin, HS Assistant Principal & District HIB Coordinator

**36. Recommend** approval of the **amendment** of the following policies and regulations (first reading), as per **Document Q:**

- P & R 5111 –Eligibility of Resident/Nonresident Students (M)
- P 5460 – High School Graduation (M)
- P 5512 – Harassment, Intimidation, or Bullying (M)
- P 5516 – Use of Electronic Communication Devices
- P & R 5533 – Student Smoking (M)
- P 5710 – Student Grievance
- P & R 7441 – Electronic Surveillance in School Buildings and on School Grounds (M)
- P 8500 – Food Services (M)
- P & R 9320 – Cooperation with Law Enforcement Agencies (M)

**37. Recommend** approval of the **adoption** of the following policies and regulations (first reading), as per **Document R:**

- R 5516 – Use of Electronic Communication Devices
- P 9163 – Spectator Code of Conduct for Interscholastic Events (M)

**38. Recommend** approval of the **abolishment** of the following policy:

- P 6153 – Tuition Program for Non-Resident/Regular Education Students

### **Professional Days**

**39. Recommend** approval of the **attendance** of staff members at conferences/workshops, as per **Document S.**

## **Student Action**

### **Field Trips**

40. **Recommend** approval of the field trips, as per **Document T**.

### **Placement of Students on Home Instruction**

41. **Recommend** that the following student(s) be placed on home instruction, as requested by Guidance or the Child Study Team and approved by the school physician:

#9051379880	Grade 9	April 2, 2025 – May 2, 2025 (Medical)
#2944567268	Grade 9	April 16, 2025 – May 16, 2025 (Medical)
#3721352366	Grade 10	April 8, 2025 – May 8, 2025 (Medical)
#1080215396	Grade 12	April 18, 2025 – May 18, 2025 (Medical)
#6209331129	Grade 11	April 24, 2025 – May 24, 2025 (Medical)
#3831335864	Grade 11	April 2, 2025 – May 11, 2025 (Medical)
#8116798042	Grade 10	March 20, 2025 – May 20, 2025 (Medical)

42. **Reduction in Force Resolution**

**WHEREAS**, declining enrollment and budgetary constraints have made necessary a reduction in operating costs including staff reorganization and corresponding Reduction in Force;

**NOW, THEREFORE, BE IT RESOLVED** by the Manasquan Board of Education that the District table of organization be and herewith is amended and revised by the following reduction in number of positions and job titles: (1) High School Teacher of Italian (2000-MHS-WLAN-07).

**BE IT FURTHER RESOLVED** that the employment of the following employees be and herewith is terminated pursuant to the above-described Reduction in Force: Rosa Russo.

**BE IT FURTHER RESOLVED** that the Superintendent of Schools is herewith authorized to give notice to the above-named employees of the elimination of their positions and to provide such employees with notice and such other termination benefits as are required by statutory, regulatory and contractual provisions; and

**BE IT FURTHER RESOLVED** by the Manasquan Board of Education that the provisions of this Resolution be and herewith are effective July 1, 2025.

43. **Old Business/New Business**

44. **Executive Session**

**WHEREAS**, the Sen. Byron M. Baer Open Public Meetings Act, *N.J.S.A. 10:4-6, et seq.*, (the “Act”) provides that the Manasquan Board of Education hold an “Executive Session” from which the public is excluded to discuss matters that are confidential or are one of the nine (9) subject matters listed in Section 12(b) of the Act; and

**WHEREAS**, it is recommended by the Superintendent that the Manasquan Board of Education go into Executive Session on this date in Manasquan, New Jersey, to discuss matters that are permissible for discussion in Executive Session; and

**WHEREAS**, the length of the Executive Session is estimated to be thirty (30) minutes after which the public meeting of the Board shall reconvene and proceed with business; and



**WHEREAS**, that the Board hereby declares that its discussion of the following subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

**NOW, THEREFORE BE IT RESOLVED** by the Manasquan Board of Education that the Board shall go into Executive Session to discuss the following items:

- \_\_\_ 1. Confidential Matters per Statute or Court Order
- \_\_\_ 2. Impact Rights to Receive Federal Funds
- \_\_\_ 3. Unwarranted Invasion of Individual Privacy
- \_\_\_ 4. Collective Bargaining
- \_\_\_ 5. Acquisition of Real Property or Investment of Fund
- \_\_\_ 6. Public Safety Procedures
- \_\_\_ 7. Litigation or Contract Matters or Att./Client
- X 8. Personnel Matters (Hiring, Resignations, Leave of Absence, Draft Rehire Lists)
- \_\_\_ 9. Imposition of Penalties Upon an Individual

**ITEMS DISCUSSED IN EXECUTIVE SESSION WILL RESULT IN BOARD ACTION WHEN THE BOARD RECONVENES TO PUBLIC SESSION.**

**45. Roll Call**

**MANASQUAN**

**Personnel**

- 46. Recommend** approval of the Elementary School personnel as per **Document 4.**

**MANASQUAN/SENDING DISTRICTS**

**Personnel**

- 47. Recommend** approval of the High School personnel as per **Document U.**

**48. Adjournment**

Motion to Adjourn.