

BOARD OF EDUCATION

Borough of Manasquan

The Regular Open Business Meeting of the Manasquan Board of Education was held in the Manasquan High School Auditorium, 167 Broad Street, Manasquan, New Jersey, on Tuesday, May 27, 2014.

The President, Mr. Pellegrino, 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. Pellegrino requested that everyone join in the Pledge of Allegiance.

2. Pledge of Allegiance

Pledge of Allegiance

3. Roll Call

Donna Bossone

Jack Campbell

Kenneth Clayton

Linda DiPalma

Michael Forrester (SLH) - absent

Mark Furey (Belmar)

Heather Garrett-Muly

Thomas Pellegrino

Alfred Sorino

Tedd Vitale (Brielle)

James Walsh

Patricia Walsh

Roll Call

Also Present: Renae LaPrete, Interim Superintendent; Dominic V. Carrea, Interim Business Administrator/Board Secretary; Michael Gross, Board Attorney; Sandi Freeman, Recording Secretary. Absent: Joyce Pegler, Student Board Representative

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

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.

Mission Statement

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.

Statement to The Public

Mr. Pellegrino asked for a motion to accept and approve the minutes as specified in Item #6.

Motion was made by Mrs. Walsh, seconded by Mr. Campbell, to accept and approve the minutes as specified in Item #6.

Discussion: None

*Roll Call Vote: April 29, 2014 Minutes – Ayes (11); Nays (0); Absent (1) Mr. Forrester
May 6, 2014 Minutes – Ayes (7); Nays (0); Abstain (4) Mr. Clayton, Mr. Furey,
Mr. Vitale, Mr. Walsh; Absent (1) Mr. Forrester*

MOTION CARRIED

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Regular Open Business Meeting and Closed Executive Session of April 29, 2014 and the Special Action Meeting and Public Hearing on the 2014-2015 School District Budget and Closed Executive Session of May 6, 2014. 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.

Ms. LaPrete recognized and congratulated the Students of the Month for the High School and Elementary School and the High School Teacher of the Month.

7. Presentations

- **High School Students of the Month for April** – Sarah Lembo — Senior, Jami Roland – Junior, Maggie Fabean – Sophomore, Shannon Kirk – Freshman
- **Elementary Student of the Month for April** – Amelia Johnson
- **High School Teacher of the Month for April** – Kristin Radzinsky

Ms. LaPrete spoke on the Governor's Recognition – Teacher of the Year program and recognized and congratulated Susan Villano and Christin Walsh, recipients of this year's award.

- **Teachers of the Year**
 - Susan Villano – High School
 - Christin Walsh – Elementary School

Ms. LaPrete reported on the Enrollment, Attendance Comparison, Fire Drill Reports, Suspensions and Tardy Reports and HIB Report, as specified in Document A, B and C.

Ms. LaPrete reported on the New Jersey Science League competition results. She congratulated the students on their academic achievements and success.

Ms. LaPrete reported on the preliminary results of the 11th grade High School Proficiency Assessment. She congratulated Mr. Coppola, the high school faculty, Mrs. Kerensky, Mr. Murin and the students for the outstanding test results.

8. 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**

Mr. Pellegrino asked for a motion to accept the Superintendent's Report.

Motion was made by Mrs. Walsh, seconded by Mr. Campbell, to accept the Superintendent's Report, as specified in Item #8.

Discussion: None

Roll Call Vote: Ayes (11); Nays (0); Absent (1) Mr. Forrester

Minutes

Presentations

Students of the Month

Teacher of the Month

Teachers of the Year

Superintendent Report

9. Student Board Representative Report – Joyce Pegler - No Report

Mr. Pellegrino asked the committee chairpersons to present their reports.

10. Board Committee Reports

Mrs. DiPalma provided a report from the May 21, 2014 Athletics/Community Relations Committee meeting.

Mr. Furey provided a report from the May 21, 2014 Education, Curriculum and Technology Committee meeting.

Mrs. DiPalma provided a report from the May 22, 2014 Personnel Committee meeting.

Mr. Campbell provided a report from the May 21, 2014 Buildings and Grounds Committee meeting. Mrs. Walsh asked for Mr. Eareckson's explanation for the discrepancy in the bid results versus the amount in the budget. Mr. Walsh asked to comment on the record that all the Manasquan representatives, with the exception of Mr. Pellegrino and Mr. Clayton, asked for Mr. Eareckson to speak at the public meeting. Mrs. Garrett-Muly also commented on the importance of Mr. Eareckson's attendance at tonight's meeting. Mr. Pellegrino stated that Mr. Eareckson was asked to attend tonight's meeting but could not because of a conflict in his schedule. When asked about monies still owed to Mr. Eareckson, Mr. Carrea reported that the district has a balance due of \$2,500 to Matrix New World for the bid phase services for the retaining wall project.

Mr. Walsh provided a report from the May 21, 2014 Finance Committee meeting.

Mrs. Walsh provided a report from the May 12, 2014 and May 22, 2014 Policy Committee meetings. Mr. Gross explained the difference of the totally voluntary system and the current random drug testing process. Mr. Gross further explained other areas of drug testing services that are available voluntarily for the students. Mrs. Walsh also pointed out that the committee stressed the importance of more education on this topic starting in the elementary school. Ms. LaPrete said that with the direction of the Board and the assistance of Dr. Kasyan a committee will be formed to review and discuss the Random Drug Testing program.

Copies of the minutes of the above mentioned committee meetings will be included in the formal minutes.

Mr. Pellegrino opened the Public Comment on Agenda 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.

The following members of the public spoke:

Jeanne Petillo, 78 Morris Avenue, Manasquan, was pleased with the direction taken by the Board with the Random Drug Testing. She asked to be included in the Random Drug Testing committee.

Board
Committee
Reports

Athletics/
Community
Relations

Education,
Curriculum &
Technology

Personnel

Buildings &
Grounds

Finance

Policy

Public
Comment on
Agenda

Michelle LaSala, 44 Parker Avenue, Manasquan, suggested that the Board listen to the experts on the Random Drug Testing program. She admitted to being a proponent for RDT and now admits that she was wrong. She commended the Board on the dialog presented during the committee meeting reports. She asked for clarity on any further action being considered by the Board for the continuance of the retaining wall project and further payments to Mr. Eareckson.

Jeanie Walsh, 356 Cedar Avenue, Manasquan, thanked the individuals responsible for putting up roadblocks for the retaining wall project. She agreed with moving forward with the project but keeping it within a budget that can be afforded by the district.

Ron Jacobson, 59 McLean Avenue, Manasquan, said that he and others did not put up roadblocks for the project but did ask for responsible fiscal management. He asked for clarity on the Open Public Bidding Law and the need for assurance of available funds prior to putting out a bid.

Tom Bauer, 82 Pearce Avenue, Manasquan, said that he was upset with the negative comments made against Mr. Eareckson. He wanted to make it clear to the public that he never saw the \$360,000 engineering estimate. He said that he also believes that road blocks were set up to stop the field project. He pointed out that with modifications to the plans the Board should re-bid the project. He spoke on the disadvantages that are present with the current fields and lack of track for both the students and the community. He said that he has been approached by several people willing to cover the excess cost of the retaining wall and drainage project and asked if the Board would consider accepting a financial donation.

Marilyn Jacobson, 59 McLean Avenue, Manasquan, said that the biggest obstacle for the field project is the lack of financing. She said that this was the first time she heard of a donation towards the project and that there should be a community effort in getting donations and funding but the district should get the money first without burdening the taxpayers of Manasquan.

Mike Shelton, Lake Avenue, Manasquan, said there was no conspiracy and the bids came in higher. He provided some history of the athletic field project, the referendum in 2006 done without a permit and the 2009 project with a permit that will expire this December. He asked if anyone has looked into an extension of the permit. Mr. Shelton asked for clarity on the ROD grant estimates being higher than the amounts included on the submitted applications.

Mr. Walsh addressed Mr. Shelton's question on the status of the ROD grants and the cost estimates coming in higher than those submitted to the state. Mr. Walsh pointed out that the Business Administrator at the time of submission was not given the opportunity of time to interface with the architects and engineers who would have provided more accurate cost estimates.

Mr. Shelton commented on the repayment of FEMA funds by the Manasquan taxpayers and questioned if a portion of this would be in the tuition calculation. He questioned why there was no increase to the sending district tuition.

Mr. Shelton said that the Board should do away with the Random Drug Testing because he believes that people do not want it. He pointed out that when the recommendations of the vendor were followed positive test results did drop substantially.

Mr. Vitale asked what the sending districts' responsibility would be with regard to the repayment of the FEMA money based on the tuition calculation.

Mr. Carrea explained that one reason for the use of the CDL money this year was because the Board last year decided to reduce the grades 9 – 12 tuition as a deliberate action to assist the sending districts that also suffered losses because of Storm Sandy, i.e. significantly lower assessed values. He said that another reason was the loss of tax levy by keeping the levy the same as the 2012-13 budget. Mr. Carrea said that the guidelines for repayment of the loan have not been made

available at this time so any repayment responsibility from the sending districts is not known at this time.

Jeanne Walsh, 356 Cedar Avenue, Manasquan, said that roadblocks were not being put up for the project but instead the group was pointing out discrepancies that were seen with the project. She thanked this Board for listening to their suggestions.

Katherine Verdi, 6 McGreevey Drive, Manasquan, thanked the Board for dismissing Sports Safe and for planning to put together a forum to discuss the future of the Random Drug Testing. She said she hoped that any future discussion on the athletic field project would be conducted in public. She shared a positive comment on the 8th grade class trip to Gettysburg.

Michelle LaSala, 44 Parker Avenue, Manasquan, asked if the Board could share the coaches' thoughts on the athletic field project. She asked who met with the coaches and if the meeting was conducted in committee. Mr. Pellegrino provided details of the conversations that came up during the meeting with the coaches. Ms. LaPrete added that some of the coaches also asked for upgrades such as practice areas and team rooms. She said that the referendum concept also came up in the conversation.

Fred Lockemeyer, 146 Lake Avenue, Manasquan, said that 6-lane tracks are no longer being built or used for track meets and is an obsolete project.

Tom Bauer said that he disagreed with Mr. Lockemeyer's comment and alluded to the slide show given during the field project presentation that showed 17 different high schools and all but Neptune had 6-lane tracks.

Mr. Pellegrino closed the Public Comment on Agenda Items.

Mr. Pellegrino asked for a motion to approve Manasquan Motions – Items #12 through #20.

Motion was made by Mrs. Walsh, seconded by Mr. Campbell, to approve Manasquan Motion – Items #12 through #20.

Discussion: Mrs. Garrett-Muly referred to Item #14 and asked if both the Committee of the Whole and Regular Public Meetings could be held in the Media Center. It was the general consensus of the Board that Document F be amended to reflect that both meetings be held in the Manasquan High School Media Center.

Mrs. Garrett-Muly referred to Item #18 and asked for clarification on the purchase of the iPads instead of the Google Chrome Books. Ms. LaPrete said that after research by Mr. Place it was found that the iPads were a more versatile and user-friendly device.

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

MOTION CARRIED

12. Recommend approval of the 2nd Reading of Revised Manasquan Board of Education Bylaw #0155 – Board Committees/Board of the Whole as per **Document D**.

13. Recommend approval of the 1st Reading of the following Manasquan Board of Education Policies as per **Document E**:

- #0143 – Board Member Election and Appointment
- #1581 – Victim of Domestic or Sexual Violence Leave
- #3230 – Outside Activities
- #4230 – Outside Activities
- #6511 – Direct Deposit

Public
Comment on
Agenda
(continued)

Manasquan
Motions –
Items #12 - #20

2nd Reading
Revised Bylaw
#0155
Document D

1st Reading
Policies
#0143, #1581,
#3230, #4230
#6511
Document E

14. **Recommend** approval of the Board of Education Meeting schedule as amended from June 2014 through December 2014 as per **Document F**.
15. **Recommend** approval to submit the 2013-2014 Application for Extraordinary Aid in the amount of \$ 222,868.
16. **Recommend** approval of the attached 2014-2015 Manasquan School District Tax Levy Payment Schedule as per **Document G**.
17. **Recommend** approval to purchase 30 Dell Latitude 3340 Laptops at \$932.98 each for a mobile computer lab/laptop cart for Basic Skills Instruction at MES from Dell Computer at a total cost of \$27,989.40 using Title 1 Funds. NJ State Contract #70256-WSCA/NASPO
18. **Recommend** approval to purchase iPads for 17 Classrooms and iPad locking storage trays for Basic Skills Instruction at MES from Apple Computer at a total cost of \$45,377.49 (using \$45,120.60 from Title 1 funds.) NJ State Contract # 70259 WSCA
19. **Recommend** approval of a quote dated 3.27.14 in the amount of \$52,000 as submitted by CDW-G for the expansion and upgrade of Elementary School CCTV (outdoor perimeter camera) System using budgeted CDL funds. The Contract will be through the Middlesex Regional Educational Services Cooperative (MRESC) technology supplies/services bid previously approved by the Board for the 2013-2014 school year.
20. **Recommend** approval of the Memorandum of Agreement between the Manasquan Administrators' Association and the Manasquan Board of Education for the period July 1, 2013 – June 30, 2016.

Mr. Pellegrino asked for a motion to approve Item #21.

Motion was made by Mr. Campbell, seconded by Mrs. Garrett-Muly, to approve Manasquan Motion – Item #21.

Discussion: None

Roll Call Vote: Ayes (7) Mrs. Bossone, Mr. Campbell, Mr. Clayton, Mrs. DiPalma, Mrs. Garrett-Muly, Mr. Pellegrino, Mr. Sorino

Nays (2) Mr. Walsh, Mrs. Walsh

MOTION CARRIED

21. **Be it Resolved** that the Board of Education directs the administration to review the suspended random drug testing policy, to develop a revised policy for the random drug testing of Manasquan High School students, consistent with the terms of N.J.A.C. 6A:16-4.4, and to further gather input from professionals in this area, as well as members of the community, in the process of drafting said policy. Once the revisions to the policy are developed, it will be presented to the Board of Education for the first reading and for a public hearing, pursuant to N.J.A.C. 6A:16-4.4, state law and Board by-laws.

Mr. Pellegrino asked for a motion to approve Manasquan Motions – Items #22 through #36.

Motion was made by Mrs. Walsh, seconded by Mrs. Bossone, to approve Manasquan Motion – Items #22 through #36.

Discussion: None

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

MOTION CARRIED

BOE Meeting
Schedule
Document F

2013-14
Extraordinary
Aid application

2014-15 Tax
Levy Schedule
Document G

Dell Laptop
(Title I Funds)

iPads &
Storage Trays
(Title I Funds)

CCTV Outdoor
perimeter
camera system

2013-2016
Memorandum
of Agreement
Manasquan
Admin. Assoc.

Manasquan
Motion –
Item #21

Review of
Suspended
Random Drug
Testing Policy

Manasquan
Motions
Items #22 - #36

22. Recommend approval of the following secretaries for the 2014 – 2015 SY:2014-2015
E.S. Secretaries

<u>Last Name</u>	<u>First Name</u>	<u>UPC</u>	<u>Step</u>	<u>Salary</u>	<u>Longevity</u>
GALLANT	PATRICIA	SEC.ES.SCHS.NA.03	8	\$48,018	\$360
KING	CATHERINE	SEC.ES.SCHS.NA.02	6	\$45,448	
SHEEHAN	JANE	SEC.ES.SCHS.NA.01	9	\$49,700	\$600

23. Recommend approval of the following custodians for the 2014 – 2015 SY:2014-2015
E.S. Custodians

<u>Last Name</u>	<u>First Name</u>	<u>UPC</u>	<u>Step</u>	<u>Salary</u>	<u>Longevity</u>	<u>Stipend</u>	<u>Night Bonus</u>
DEASE	MARY	CUS.ES.CUST.NA.07	8	\$39,974	\$1,200	\$450	
HAYDEN	HARRY	CUS.ES.CUST.NA.11	5	\$36,989		\$450	
LEWIS	RYAN	CUS.ES.CUST.NA.02	2	\$35,589		\$450	\$2,966
SOMMERS	JOSEPH	CUS.ES.CUST.NA.04	10	\$44,124	\$1,200	\$450	\$3,677
ZUNA	CARLOS	CUS.ES.CUST.NA.06	8	\$39,974	\$360	\$450	\$3,331

24. Recommend approval of the following paraprofessionals for the 2014 – 2015 SY:2014-2015
E.S. Paraprofs.

*hours to be determined

<u>Last Name</u>	<u>First Name</u>	<u>UPC</u>	<u>Step</u>	<u>Salary</u>	<u>Longevity</u>
COLLINS	SANDRA	PARA.ES.AIDE.NA.08	4	\$20.29/hour	\$360
CRAIG	PAMELA	PARA.ES.AIDE.NA.05	4	\$20.29/hour	\$360
LEBLANC	NANCY	PARA.ES.AIDE.NA.13	4	\$20.29/hour	\$360
MCLAUGHLIN	ELIZABETH	PARA.ES.AIDE.NA.12	4	\$20.29/hour	\$360
TRIGGIANO	PATRICIA	PARA.ES.AIDE.NA.15	4	\$20.29/hour	\$360
VERLANGIERI	KIMBERLY	PARA.ES.AIDE.NA.09	3	\$19.76/hour	
WHITE	MADONNA	PARA.ES.AIDE.NA.14	4	\$20.29/hour	\$360

25. Recommend approval of a Family Medical Leave of Absence extension for TCH.MS.SSTU.06.02 (4126), to return June 16, 2014. (Previously approved to return June 2, 2014)FMLA
Extension**26. Recommend approval of the request for TCH.ES.ELEM.03.14 (4440), to take a paid medical leave of absence beginning October 9, 2014 through November 5, 2014, a Family Medical Leave of Absence beginning November 10, 2014 through February 23, 2015 and a Child Care Leave of Absence beginning February 24, 2015 through June 30, 2015 returning on September 1, 2015.**Medical Leave
of Absence &
FMLA**27. Recommend approval of the request for NRS.ES.NURS.FL.02 (4091) to take an unpaid medical leave of absence beginning May 27, 2014 until further notice.**Medical Leave
of Absence**28. Recommend approval of Carol Kooklin as the ESL After School Homework Club Advisor at a stipend of \$2,000 paid out of NCLB Title III funds.**C. Kooklin
ESL Homework
Club Advisor**29. Recommend approval for Ann Marie LaMorticella to receive a stipend of \$28.50 per period for translation services for the 2013-2014 school year.**A LaMorticella
Translation
services**30. Recommend approval of longevity for the following teachers for the 2013 – 2014 SY:**Cindy Kirk from \$500.00 to \$1,000.00Renee Dzenis - \$500.002013-14
Longevity
C. Kirk
R. Dzenis

31. **Recommend** approval to extend the appointment of Allyson Boucher, Middle School Math Teacher (long term replacement) *from* April 3, 2014 *to* June 2, 2014.

A Boucher
M.S. Math

32. **Recommend** approval to extend the appointment of Stephanie Kenny, Middle School Social Studies Teacher (long term replacement) *from* May 30, 2014 *to* June 13, 2014.

S Kenny
M.S. Social
Studies

33. **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>
May 12, 2014	Lisa Kukoda, Marc Reid	Oradell School District	Technology 1:1 Site Visit	Yes – 2	\$45.26 each mileage
May 20 & 21, 2014	Danielle Romano	Edison	Non-violent Crisis Intervention	Yes	\$1,199 registration \$52.39 mileage
May 27, 2014	Colleen Graziano	Neptune High School	DOE Workshop – SGO 2.0	No	\$4.21 mileage
June 19, 2014	Laurie Cosgrove	Mountz School, Spring Lake	Review Janet's Law, new sports physicals	No	None

Student Action

34. **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>
June 2014 – exact date TBD	Brianna O'Hara, Cathy Taft, Tom Russoniello, Desiree Faul	4 th Grade	Bailey Reed House	The history of Manasquan	No	None	None

35. **Placement of Students on Home Instruction**

No placements at this time.

E. S. Home
Instruction

36. **Placement of Students Out of District**

<u>Student</u>	<u>Date</u>	<u>Placement</u>	<u>Tuition</u>
#2256	3/24/14	Collier Youth Services (Manasquan resident student)	\$51,332.40 (pro-rated)

Out of District
Placement

Mr. Pellegrino asked for a motion to approve Manasquan Motion – Item #37.

Manasquan
Motion –
Item #37

Motion was made by Mrs. Walsh, seconded by Mrs. Garrett-Muly, to approve Manasquan Motion – Item #37.

Discussion: NONE

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

MOTION CARRIED

Secretary's Report

37. **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:

Financial
Reports

A) Secretary's Financial & Investment Report as per **Document H**

B) Elementary School Central Funds Report as per **Document I**

- C) Purchase Orders as per **Document J**
- D) Cafeteria Report – **Document K**
- E) Bills and Confirmation of Bills (Current Expense)

Financial
Reports
(continued)

- A) The Business Administrator/Board Secretary certifies that as of **April 30, 2014** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Secretary's
Certification

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 **April 30, 2014** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

Acceptance of
Secretary's
Certification

Recommend acceptance of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **April 30, 2014** per **Document H**. (The Treasurer of School Moneys Report for the month of **April 2014** is on file in the Business Office and is in balance with the Secretary's Report).

Secretary's
Financial
Investment
Report
Document H

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 **April 30, 2014** 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 **April and May** as recommended by the Superintendent of Schools, as per **Document H**.

Budget
Certification
Document H

- B) **Recommend acceptance** of the **Elementary School Central Funds Report** for the month ending **April 30, 2014** as per **Document I**.

E. S. Central
Funds Report
Document I

- C) **Purchase Orders** for the month of **May 2014** be approved, as per **Document J**.

Purchase
Orders
Document J

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

Cafeteria
Report
Document K

- E) **Be It Resolved:** that the **Bills (Current Expense)** in the amount of **\$1,522,192.35** for the month of **May 2014** be approved. Records of, checks (**#34456 - #34537**) and distributions are on file in the Business Office.

Bills

- F) **Confirmation of Bills (Current Expense)** for **April 2014** at **\$1,881,982.79** and checks (**#34338 - #34455**).

Confirmation
of Bills

Mr. Pellegrino asked for a motion to approve Manasquan/Sending District Motion – Items #38 through #59.

Manasquan/
Sending
District Motion
Items #38 -
#59

Motion was made by Mr. Campbell, seconded by Mrs. Garrett-Muly, to approve Manasquan/Sending District Motion – Items #38 through #59.

Discussion: NONE

*Roll Call Vote: Items #38 - #59 (excluding #50) Ayes (11); Nays (0); Absent (1) Mr. Forrester
Item #50 Ayes (10); Nays (0); Abstain (1) Mrs. Garrett-Muly; Absent (1)*

MOTION CARRIED

38. **Recommend** that the Board pursuant to the requirements of Title 18:18A-4 receive and reject the following bids for Bid # 13-01 Manasquan High School Warrior Athletic Complex Retaining Wall & Drainage for economic reasons:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alt.1</u>	<u>Alt.2</u>
Down To Earth Landscaping	\$377,881.00	\$3820	\$4400
Precise Construction	\$361,728.25	\$5730	\$6600
Alternate#1-Split Rail Fence-191 ft.			
Alternate#2- Shade Trees – 44 (6'-10' H)			

39. **Recommend** that: a. the Board award the Request For Proposals for the 2014-2015 School Food Service Management Program to Simplified Culinary Services, Point Pleasant, N.J. 08742, and b. approve the Base Year Contract between the Manasquan Board of Education and Simplified Culinary Services, Inc. which shall become the Contract for Food Services entered into by the above parties on this 27th day of May 2014, witnesseth that Simplified Culinary Services and the Manasquan Board of Education agree as follows:

All management/administrative fees must be specifically stated in the body of the contract. Contracts which provide for management fees on a cents per meal or flat fee basis are allowed. 7CFR 210.16(a).c.

Simplified Culinary Services will collect a flat management fee of \$21,000.00 annually.

Simplified Culinary Services guarantees a return of \$10,000.00 annually.

The above guarantee is based on similar operating conditions as the previous school year. Service will not be interrupted as a result of fire, work stoppage, strike or school closing. In the event any of the foregoing conditions are not met during the school year, Simplified's guaranteed obligation shall be reduced by an amount equivalent to any increase in expenses or decrease in revenues which are attributable to changes in such conditions.

Personnel

40. **Recommend approval** of the following secretaries for the 2014 – 2015 SY:

<u>Last Name</u>	<u>First Name</u>	<u>UPC</u>	<u>Step</u>	<u>Salary</u>	<u>Longevity</u>
ECKART	DURELL	SEC.HS.SCHS.NA.05	8	\$48,018	\$360
FEY	PATRICIA	SEC.HS.SCHS.NA.09	9	\$49,700	\$360
MAHON	KATHLEEN	SEC.HS.SCHS.NA.08	9	\$49,700	\$360
SCERBO	LUCY ANN	SEC.HS.SCHS.NA.06	5	\$44,398	
SCHANEN	DEBRA	SEC.HS.SCHS.NA.10		\$52,993	
VODOLA	VIRGINIA	SEC.HS.SCHS.NA.04	5	\$44,398	

41. **Recommend approval** of the following custodians for the 2014 – 2015 SY:

<u>Last Name</u>	<u>First Name</u>	<u>UPC</u>	<u>Step</u>	<u>Salary</u>	<u>Longevity</u>	<u>Stipend</u>	<u>Night Bonus</u>
DICHIARA	SALVATORE	CUS.HS.CUST.NA.08	8	\$39,974	\$360	\$450	
FADEN	STEVEN	CUS.HS.CUST.NA.09	5	\$36,989		\$450	\$3,082
GUZMAN	PASTOR	CUS.HS.CUST.NA.10	6	\$37,474		\$450	\$3,123
HUDSON	MATTHEW	CUS.HS.CUST.NA.12	5	\$36,989		\$1,075	
REHBEIN	DENNIS	CUS.HS.CUST.NA.14	9	\$41,974	\$1,200	\$450	\$3,498
REICHEY	THOMAS	CUS.HS.CUST.NA.15	5	\$36,989		\$1,075	
TIMPANI	SANTINO	CUS.HS.CUST.NA.16	8	\$39,974	\$1,200	\$450	\$3,331

Rejection of Bid

Bid #13-01
Manasquan
H.S. Warrior
Athletic
Complex
Retaining Wall
& Drainage

2014-2015
School Food
Management
Program
Award of
Contract

Simplified
Culinary
Services, Inc.

2014-2015
E. S.
Secretaries

2014-2015
H.S. Custodians

42. Recommend **approval** of the following paraprofessionals for the 2014 – 2015 SY:
*hours to be determined

Last Name	First Name	UPC	Step	Salary	Longevity
BIGLEY	WENDY	PARA.HS.AIDE.NA.01	4	\$20.29/hour	\$360
GERLACH	DOROTHY	PARA.HS.AIDE.NA.03	4	\$20.29/hour	\$360
MANOVILL	DONYA	PARA.HS.AIDE.NA.07	4	\$20.29/hour	\$360

2014-2015
H. S. Paraprofs.

43. Recommend approval of the request for SEC.HS.SCHS.NA.09 (4334) to take a Family Medical Leave of Absence beginning June 4, 2014 through July 4, 2014.

Family Medical
Leave of
Absence

44. Recommend approval to accept the resignation of Cathleen Alechko, CUS.HS.CUST.NA.01, High School Custodian, for the purpose of retirement effective June 30, 2014.

C. Alechko
Retirement

45. Recommend approval of the resignation on Kathryn Oehme, TCH.HS.ESL.FL.01, High School ESL Teacher effective June 30, 2014.

K. Oehme
Resignation

46. Recommend approval of the following teachers to teach Biology Remediation at a stipend of \$57.00 each per day beginning April 30 through May 19, 2014:

Biology
Remediation
Stipend

Lisa Crowning - Block 3

Eric Wasnesky - Block 4

47. Recommend approval of Tom Glenn for Study Hall Coverage at a stipend of \$28.50 per day beginning April 30 through May 19, 2014.

T. Glenn
Study Hall
Coverage

48. Recommend approval for Monica Fenlon to teach a window of the Alternative High School Assessment beginning March 25 through April 10, 2014 at a stipend of \$57.00 per block:

M. Fenlon
Alternative H.S.
Assessment

49. Recommend approval of Monica Fenlon for PARRC Duty Coverage at a stipend of \$28.50 per day March 24 and March 26, 2014.

M. Fenlon
PARRC Duty
Coverage

50. Recommend approval of longevity for the following teachers for the 2013 – 2014 SY:

Jill Moore – from \$500.00 to \$1,000.00

Harry Harvey - \$500.00

Richard Read - \$500.00

2013-2014
Longevity
J. Moore
H. Harvey
R. Read

51. Recommend approval of the appointment of Alicia Narucki, GUI.HS.COUN.FL.04, High School Guidance Counselor for the 2014-2015 SY at Step 6M - \$56,416.00.

A Narucki,
Guidance
Counselor

52. Recommend approval of the appointment of Antoinette Capodanno, TCH.H.S.ESL.FL.01, High School ESL Teacher for 2014-2015 SY at Step D-7 - \$61,016.00.

A Capodanno
ESL Teacher

53. Recommend approval of the following substitute for the 2013-2014 SY:

Ellen Frederick – Teacher

2013-14
Substitute

54. Recommend approval of the following home instructor providers:

<u>Home Instructor</u>	<u>Student #</u>	<u>Subject</u>	<u>Rate</u>	<u>Time Period</u>
Marianne Caci	1678	AP Studio Art	\$30/hour	3/7/14 – 6/24/14
Amy Boss	1678	Consumer Math	\$30/hour	3/7/14 – 6/24/14
Anne Shea	1678	English	\$30/hour	3/7/14 – 6/24/14
Anne Shea	162395	US History, English, Math Applications	\$30/hour	4/22/14 – 6/24/14
Gretchen Boodey	14845	English	\$30/hour	5/5/14 – 5/15/14

Home
Instructors**55. Professional Days**

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

H. S.
Professional
Days

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
May 12, 2014	Jesse Place, Rick Coppola, Barbara Kerensky, Jamie Onorato	Oradell School District	Technology 1:1 Site Visit	Yes – 1	\$45.26 each mileage
May 21, 2014	Tim Clayton	Moonachie	School Security Seminar	Non	None
May 22, 2014	Claire Kozic	Rutgers Univ.	To review exam	Yes	None
TBD	Dotti Gerlach	Veteran's Park, Trenton	Boys' State Tennis Tournament	No	\$46.50 mileage
May 27, 2014	Rick Coppola, Barbara Kerensky, Craig Murin, Margaret Polak	Neptune High School	DOE Workshop – SGO 2.0	No	\$4.21 each mileage
July 8 – July 12, 2014	John Driscoll	Washington, D.C.	National Academy Foundation Annual Conference	No	\$625 registration \$432.80 accom. \$288 m/i \$164 parking
July 10-12, 2014	Paul Battaglia		AP Annual Conference	No	\$460 registration \$132.71 mileage

56. Field Trips

Recommend approval of the field trips listed below:

H. 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>
June 6, 2014	John Driscoll	Academy of Finance	Monmouth Mall	Presentation from executives and business professionals	Yes – 3	\$300 transp.	None
June 13, 2014	Meredith Heeter	Senior Class	Frogbridge	Senior Class Trip	Yes – 15	\$2,100 transp.	Class Acct.

57. Placement of Students on Home Instruction

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

#162395	Grade 10	April 22, 2014 – June 23, 2014 (Medical)
#14845	Grade 12	May 5, 2014 – May 15, 2014 (Suspension)
#14066	Grade 12	May 14, 2014 – June 23, 2014 (Medical)
#151177	Grade 11	May 23, 2014 – TBD (Medical)

Home
Instruction

58. Placement of Students Out of District

No Placements at this time

Out of District
Placements

59. Financials

Recommend acceptance of the following **High School Central Funds Report** for the month ending **March 31, 2014 as per Document 1**.

H.S. Central
Funds Report
Document 1

Mr. Pellegrino opened the second Public Forum.

Public Forum

60. Public Forum

The following members of the public spoke:

Michelle LaSala, 44 Parker Avenue, Manasquan, referred to correspondence she sent to the Board regarding her request that the Board investigate unapproved and unauthorized directives of the previous Board leadership and/or former Board Members with regards to the Warrior Athletic Complex. She implored the Board to take their responsibilities seriously and look into this matter.

Mike Crane, 70 N. Main Street, Manasquan, spoke on the dangerous situation that occurs from the softballs landing on his property from the girls' softball field. He asked that netting be installed to deflect the balls from landing on his property.

Jeff Eirich, 76 N. Main Street, Manasquan, referred to a Notice of Tort that he filed with regard to the softball situation. He said that additional damage has been incurred this year to his property and people are in danger of being hit by the balls. He believes that this is negligence on the part of the Board.

Kathy Crane, 70 N. Main Street, Manasquan, said that she attended a meeting prior to softball season and it was said that money was in the budget for the installation of the nets prior to the start of the season. Ms. LaPrete said that there was discussion about the nets but she had no definitive answer at this time and she will meet with Mr. Carrea to further discuss this situation and it will be placed on the Committee of the Whole agenda.

Mr. Carrea said the softball issue was discussed thoroughly at Buildings and Grounds Committee and Finance Committee level. He said it will be reviewed and discussed by the full Board at the next meeting.

Mike Shelton, Lake Avenue, Manasquan, questioned the \$300,000 transferred into Capital Reserve and commented on several budgetary issues. Mr. Carrea explained the process involved in the \$300,000 being put into Capital Reserve and said that this was not a transfer but a budgetary increase of funds for the 2014-2015 school year. Mr. Shelton asked how the sod replacement became a line item in the budget. Mr. Pellegrino said it was based on a recommendation made in committee. Mr. Shelton said that the focus should be on the permit and looking again at the retaining wall bid.

Rich Bartholomew, 121 Lake Avenue, Manasquan, spoke on the increase in the test scores as being a dramatic and positive step forward. Ms. LaPrete replied that this is a direct accomplishment of

the teachers and the methods used for student achievement. Mr. Bartholomew congratulated the staff and students.

Mrs. Garrett-Muly said that it was great that our teachers and administrators are not only focusing at getting the bottom scores up but getting the middle scores higher.

Mr. Pellegrino closed the Public Form and asked if there were any items for Old or New Business.

61. Old Business/New Business

Under New Business:

Mrs. Walsh reported to the Board that she has decided not to complete the third year of her current term of office. Her written statement will be included in the formal minutes.

Mr. Pellegrino said that he was asked by members of the Hall of Fame Committee that they be recognized as an independent organization. Mr. Pellegrino asked for a motion to approve the following resolution.

Motion was made by Mrs. Walsh, seconded by Mr. Campbell, to approve that the Manasquan Board of Education hereby recognizes the Manasquan Hall of Fame as an independent organization for the purposes of providing scholarships to students in the Manasquan School District.

Discussion: None

Roll Call Vote: Ayes (11); Nays (0); Absent (1) Mr. Forrester

MOTION CARRIED

Mr. Pellegrino reported that the Board would be going into Executive Session for approximately 30 minutes and no further action will be taken by the Board.

Motion was made by Mrs. Walsh, seconded by Mrs. Bossone, and approved by voice vote of all those present to enter into Executive Session.

62. Executive Sessions

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 may 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 at 9:35 p.m., in the Manasquan High School Conference Room, 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 on Court Order
- ___ 2. Impact Rights to Receive Federal Funds
- ___ 3. Unwarranted Invasion of Individual Privacy
- ___ 4. Collective Bargaining

Public Forum
(continued)

Old Business/
New Business

Manasquan
Hall of Fame

Motion to
recognize as
independent
organization

Motion to
Enter Executive
Session

- ___ 5. Acquisition of Real Property or Investment of Fund
- ___ 6. Public Safety Procedures
- X 7. Litigation or Contract Matters or Att./Client Privilege
- ___ 8. Personnel Matters
- ___ 9. Imposition of Penalties Upon an Individual

*Motion to
Enter Executive
Session*

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

63. Public Forum *(no Public Forum held)*

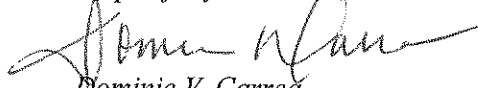
The Board entered into Executive Session at 9:35 p.m. with no further action to be taken by the Board.

Adjournment

64. Adjournment

The Board adjourned from Executive Session at 10:05 p.m.

Respectfully submitted,



Dominic V. Carrea

Interim Business Administrator/Board Secretary

ATHLETICS/COMMUNITY MEETING

MINUTES

MAY 22, 2014

Attendance: Linda DiPalma (Chairperson), Heather Garrett-Muly, Tom Pellegrino
Rena LaPrete, Ron Kornegay

- **Ice Hockey**

- **Rink Location/ RAMS Associates:** Mr. Kornegay met with the new ice hockey coach and it is recommended that we return to the Wall ice hockey rink next year. As you are aware, Mr. Gross sent us a letter which we will discuss in executive session Tuesday evening regarding RAMS Associates. We have a clause in the contract with our existing site in Howell that we can terminate the contract after one year.

- **Coaching Recommendations**

Mr. Kornegay stated he is currently interviewing candidates for the positions of Assistant Girls Soccer (1) and Assistant Field Hockey (2). These recommendations will be ready for the June Board of the Whole meeting on June 17, 2014.

- **Monmouth University** is renovating their stadium facilities for the 2015-2016 season. Mr. Kornegay spoke to their athletic director to inquire what they were going to do with their bleachers, press box etc. The committee recommended that Mr. Kornegay continue to investigate this matter.

- **Surf Club Request**

We received a request from the Manasquan HS Surf Team Parents Association to fund two coaches for three nights to attend the NSSA Interscholastic National Championships in Dana Point, California from June 12-15, 2014. All other costs are funded through the Surf Team Parents Association. We discussed this with the finance committee and they agreed to fund the coaches at a total cost of \$1350.00

- **Other**

Our girls softball team won the 'A' Public division of their conference.

EDUCATION, CURRICULUM & TECHNOLOGY COMMITTEE MEETING

MAY 21, 2014

5:00 P.M.

Minutes

Attendance: Mark Furey (Chairperson), Heather Garrett-Muly (Co-Chair), Tom Pellegrino, Renae LaPrete, Rick Coppola, Colleen Graziano, Barbara Kerensky, Margaret Polak

NOTE: Any questions concerning minutes, please contact Renae.

NEW BUSINESS

- **Summer Training for new K-8 math series**

Miss LaPrete recommended that our elementary staff be trained in August for preparation of our new K-8 math series- Envision. Training will be 3 hours per day for 2 days. There will be 27 staff members trained for 6 hours for 2 days and 3 staff members trained for 1 day for 3 hours. The total cost is \$5130.00 This topic was discussed in Finance on 5-21-14. Both committees recommended we place this on the 5-27-14 board agenda. Money is in the budget.

- **Evaluation Waiver Application- FYI**

The State Department of Education requires 3 short observations (20 minutes) for tenured staff. As previously discussed in our curriculum committee meetings, we applied this year and were approved for a waiver to observe our teachers for 1 long observation (full period) and 1- 20 minute short observation. In order to do this again next year, a waiver needs to be submitted annually. The committee agreed with the administration's recommendation. Mrs. Kerensky, supervisor, will move forward with applying for the 2014-2015 waiver.

- **High School Proficiency Scores (HSPA) 2014**

The administration was very proud and rightfully so to report the 2014 Preliminary Grade 11 HSPA scores in Language Arts and Mathematics. Attached is the 2013-2014 Preliminary Report. In both areas it should be noted that the Advanced Proficient column increased in Language Arts from 36.90% to 45.55% and 34.78% to 37.40% in mathematics from last year's results.

IN THE LAST FIVE YEARS, THE ADVANCED PROFICIENT RESULTS ARE AS FOLLOWS:

2008-2009 MATH 19.0 %

2013-2014 MATH 37.4 %

2008-2009 LANG. ARTS 16.0 %

2013-2014 LANG. ARTS 45.5 %

- **English 1 Honors – 2014-2015**

Sixty-three of sixty-seven incoming ninth grade students are eligible to enroll in our English 1 Honors course next year. There are 3-4 students who still need to be tested. We are happy to report that three sections of English 1 Honors will be offered next year.

- **Tablet Update**

Several delays were experienced in receiving the tablets from the manufacturer, but we have received all of the staff tablets and expect to receive all of the student tablets by the end of this week.

Staff tablets have been being distributed to teachers, by department, and about half of these will be Distributed by the end of the week.

It remains the plan to complete the Algebra 1 End -of-Year PARCC field test on the student tablets to see how they perform and how the students prefer them for online testing.

A "Windows in the Classroom" training took place on April 30, 2014 where teacher representatives from all departments (high school and middle school), as well as administrators, were trained on the basics of using Windows 8 for education.

Planning for future professional development is underway with voluntary workshops to be scheduled for after-school in June and over the summer before formal training for all at the beginning of the school year.

In May, four administrators and five teachers went on two-separate site visits to high schools with well established 1:1 programs (Pascack Valley and River Dell High Schools).

- **Academy of Health Careers Stipend**

Director Claire Kozic successfully completed a grant from Rutgers University. Mrs..Kozic will be receiving \$3500.00 from Rutgers University. This is conjunction with the new course she is offering called **Nutrition Across The Lifespan**.

- **High school guidance counselor and ESL positions**

Mr. Coppola completed the interviews for the positions of high school guidance counselor and high school ESL. We will be discussing this in Personnel on May 22, 2014.

- **Mid-term exams- high school**

Mr. Coppola discussed and recommended that mid-term examinations be eliminated. He explained that approximately two weeks of instructional time is lost. He recommended that we weight the classes as follows: marking periods (2) would be 42.5% each =85% and the final examination = 15%, totaling 100%. This will keep the students working to the end of the school year.

Currently the marking periods are 40% each and the mid- term and final examinations are 10% each.

It was discussed that with the current procedure students will do well for each marking period and the mid-term and then not work up to their potential for the final exam because they have figured out mathematically that they have passed.

The committee agreed to support the administration.

- **Manasquan Elementary School – 2014-2015 changes for grade 5 regular education classes**

Mrs. Graziano explained that self -contained classes will be better suited for the language arts Journeys curriculum. Students currently switch classes as a group. There will be more time on task, increasing informational text in language arts to address the science and social studies concepts. Fifth grade will function next year as our grades 1-4 do now. The committee supported the recommendation...



Manasquan High School HSPA Language Arts 2013-2014

2013-1014 Preliminary Report Based on Cycle 1 Report

	Total Students	Partially Proficient	%	Proficient	%	Advanced Proficient	%
All	246	8	3.25%	126	51.21%	112	45.55%
General Ed	204	2	.98%	96	47.05%	106	51.96%
Special Ed	42	6	14.28%	30	71.42%	6	14.28%
In-district	240	4	1.66%	126	52.50%	110	45.83%
General Ed	204	2	.98%	96	47.05%	106	51.96%
Special Ed	36	2	5.55%	30	83.33%	4	11.11%

Scores 2008-2014

Year	Partially Proficient	Proficient	Advanced Proficient
2008-2009	9.20%	74.80%	16.0%
2009-2010	1.6%	72.8%	25.7%
2010-2011	3.7%	60.10%	36.20%
2011-2012	5.6%	67.70%	26.7%
2012-2013	3.16%	59.68%	36.90%
2013-2014 Preliminary	3.25%	51.21%	45.55%



Manasquan High School HSPA Mathematics 2013-2014

2013-1014 Preliminary Report Based on Cycle 1 Report

	Total Students	Partially Proficient	%	Proficient	%	Advanced Proficient	%
All	246	26	10.57%	128	52.03%	92	37.40%
General Ed	203	7	3.45%	106	52.22%	90	44.33%
Special Ed	42	18	42.86%	22	52.38%	2	4.76%
LEP	1	1	100%				
In-district	240	22	9.17%	128	53.33%	90	37.50%
General Ed	203	7	3.45%	107	52.71%	90	44.33%
Special Ed	36	14	38.89%	22	61.11%		
LEP	1	1	100%				

Scores 2008-2014

Year	Partially Proficient	Proficient	Advanced Proficient
2008-2009	17.05%	63.26%	19.70%
2009-2010	12.25%	64.03%	23.72%
2010-2011	7.95%	56.82%	35.23%
2011-2012	9.05%	58.62%	32.33%
2012-2013	13.04%	52.18%	34.78%
2013-2014 Preliminary	10.57%	52.03%	37.40%

PERSONNEL COMMITTEE MEETING

MAY 22, 2014

MINUTES

Attendance: Linda DiPalma (Chairperson), Donna Bossone, Tom Pellegrino
Renae LaPrete Rick Coppola, Margaret Polak

1. **Old Business**- None

New Business: committee recommended the following:

2. **Non- instructional Personnel**

Secretaries, Custodians and Paraprofessionals will be listed on the agenda for board approval on May 27, 2014.

3. **Leave of Absence Extensions**

- Kristine Yellovich requested to extend her leave of absence through June 13, 2014.

4. **Leaves of Absence**

- Laurie Cosgrove(elementary nurse) requested unpaid leave of absence to begin May 23, 2014 until further notice
- Patricia Fey- Special Services Secretary- requested a Family Medical Leave of absence beginning June 4, 2014 through July 4, 2014.
- Lauren Kelly- requested a leave from October 9, 2014 through June 30, 2015

5. **Resignations**

- Cathleen Alechko- will be retiring
- Kathryn Oehme- has resigned from her high school ESL position

6. **Stipend Positions**

Contracted stipend positions will be placed on the May 27, 2014 agenda. The positions are listed on the Personnel agenda.

7. **Longevity**

Approval is needed for the following teachers:

Cindy Kirk- 500.00 to 1,000.00

Jill Moore- 500.00 to 1,000.00

Renee Dzenis – 500.00

Harry Harvey – 500.00

Richard Reid – 500.00

8. **Extended School Year**

July 1, 2014 – July 31, 2014: A list of personnel will be on the board agenda for approval. All recommendations are current employees.

9. **High School Guidance Counselor and ESL positions**

Mr. Coppola is recommending Alicia Narucki (guidance counselor) and Toni Capodanno (ESL). Alicia is currently the substitute counselor for Kelly Jarmon who is resigning. Toni is currently in for Kathryn Oehme who also is resigning. Both candidates are experienced and have been doing an outstanding job for us.

10. Child Study Team- request from Mr. Pollack for an additional 10 days of work in the summer for IEP'S. Six hours per day at a rate of \$50.00 daily.

11. Substitutes: will be listed on the May 27, 2014 agenda.

12. Manasquan Administrators Association memorandum of Agreement

All signatures were completed last July but the agreement was never board approved. It will be on the agenda for approval.

MINUTES

BUILDINGS AND GROUNDS COMMITTEE MEETING

Wednesday, May 21, 2014 @ 7:25pm-8:20pm

Board Members Present: Jack Campbell, Chair, Jim Walsh, Co-Chair, Donna Bossone and Tom Pellegrino

Administrators Present : Renae LaPrete, Dominic Carrea, Bernie Bigley

Old Business:

1. Tree Removal, Re-grading and Fencing Costs

- a. With the decision not to take the tree down by the Board Office alternative solutions to the flooding issue need to be developed. Monies have been budgeted in the 2014-15 school year for this purpose.

2. MES Fencing /Installation

- a. The fence by the garden plots will be replaced and funded by the PTO.

3. The New Jersey Cares-

- a. **Work completed-** On Saturday October 12, 2013 they painted the Elementary Vice -Principal's Office and Teachers Room. On January 20, 2014 new playground equipment was installed by New Jersey Cares.
- b. **Work to be done at MES** –Installation of a fence to block off the protected stream that runs under the school building. Deliver and assemble chairs for faculty room, furnish and installation of the fence described above in 8b, painting game lines on the blacktop, including a large US map, 4 square, and hopscotch and basketball keys, painting the warrior head logo on the brick wall outside the stairs that lead to the girls locker room. Painting designs will be pre-approved by the District prior to any work being done.

4. Matrix New World Contract- second amendment to contract regarding HS Athletic Field Complex not approved to date: \$21,000 (Bid phase-\$4000., Limited construction support services-\$14,500, Estimated Direct expenses-\$2500)

Approval of this amendment is on hold until project approval is received from the State.

New Business:

1. **Bid No. 13-01- Manasquan Warrior Athletic Complex Retainage Wall & Drainage Project-** Dave Eareckson, Matrix New World President, was in attendance and discussed his attached report /review and analysis of the two bids submitted for this project. Mr. Eareckson stated that his estimate for the probable cost of construction was \$301,350 plus a 20% contingency which resulted in a total amount of \$361,620. He stated this estimate was given to Mrs. Hom, the previous BA in July 2013. Under questioning by Committee members, Mr. Eareckson asserts that he never once said publicly that his estimate was lower. The publicized figure of \$200K for the retaining wall project was always a budgeted number not his estimate. In conclusion Mr. Eareckson's recommendation was to award the contract to Precise Construction, Inc. for the total base bid amount of \$361,728.25 pending acceptance by the Board Attorney and certification of availability of funds. After Mr. Eareckson left the meeting, the Committee asked Mr. Carrea to invite him to the Regular Board Meeting on Tuesday, May 27, 2014.
2. **AstroTurf proposal dated 4.21.14 for the Manasquan Warrior Athletic Field renovation-** At the request of Mr. Campbell, Mr. Dan Driscoll, an AstroTurf Field Representative, was invited and in attendance for this part of the meeting. He reviewed and explained their proposal to provide and install approximately 87,500 square feet of AstroTurf on the HS Athletic Field.
3. **Elementary School CCTV (outdoor perimeter camera) System Expansion and Upgrade -** Mr. Carrea reviewed a quote dated 3.27.14 in the amount of \$52,000 as submitted by CDW-G for the installation of 15 exterior surveillance cameras on the MES building. This is a budgeted CDL project for 2013-2014. Both Jessie Place and Tim Clayton, SRO Officer, were involved in the design and review of the plan and are recommending the project for Board approval. The proposal will be approved through the MRESC technology supplies/services bid previously approved by the Board in 2013-2014.
4. **RFP-School Food Service Management-** Mr. Carrea reviewed his analysis of the two proposals submitted by Simplified Culinary services, the current Food Service Management Company for the past 16 years, and The Nutrition Group. He recommended and expressed support for Board approval of the proposal submitted by Simplified Culinary Services.

5. **ROD Grant Projects-**

Mr. Carrea reviewed the updated memo dated 1.17.14 from FVHD, Board Architect, regarding construction costs for the eight (8) approved ROD Grants. Because the updated project costs as determined by the Architect were for the most part significantly higher than those in the original application Mr. Carrea noted on the memo the reduced State Share i.e. less than the 40% for these projects. Mr. Carrea advised the Committee that if these projects were combined into an approved referendum the School District would be eligible for 40% debt service state aid. He reminded the Committee that in the 2016-2017 School Year there will be a 35% decrease in the debt service tax levy and the ideal time to phase in a new bond issue if the Board decided to go in that direction.

6. **Other Matters pertaining to this Committee**

- a. **Committee of the Whole Agenda- June 2014 (3rd & 4th Tuesdays of the Month)** The Committee agreed to a change in the location for the Committee of the Whole Meetings from the High School Auditorium to the HS Media Center.

PROPOSED RESOLUTIONS for May 27, 2014 AGENDA

1. Recommend that the Board pursuant to the requirements of Title 18:18A-4 receive and reject the following bids for Bid # 13-01 Manasquan High School Warrior Athletic Complex Retaining Wall & Drainage for economic reasons:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alt.1</u>	<u>Alt.2</u>
Down To Earth Landscaping	\$377,881. 00	\$3820	\$4400
Precise Construction	\$361,728.25	\$5730	\$6600

Alternate#1-Split Rail Fence-191 ft.

Alternate#2- Shade Trees – 44 (6'-10' H)

2. Recommend that: a. the Board award the Request for Proposals for the 2014-2015 School Food Service Management Program to Simplified Culinary Services, Point Pleasant, N.J. 08742 and b. approve the Base Year Contract between the Manasquan Board of Education and Simplified Culinary Services, Inc. which shall become the Contract for Food Services entered into by the above parties on this 27th day of May 2014, witnesseth that Simplified Culinary Services and the Manasquan Board of Education agree as follows: All management/administrative fees must be specifically stated in the body of the contract. Contracts which provide for management fees on a cents per meal or flat fee basis are allowed. 7CFR 210.16(a).c.

Simplified Culinary Services will collect a flat management fee of \$21,000.00 annually.

Simplifies Culinary Services guarantees a return of \$10,000.00 annually.

The above guarantee is based on similar operating conditions as the previous school year. Service will not be interrupted as a result of fire, work stoppage, strike or school closing. In the event any of the foregoing conditions are not met during the school year, Simplified's guaranteed obligation shall be reduced by an amount equivalent to any increase in expenses or decrease in revenues which are attributable to changes in such conditions.

3. Recommend approval of a quote dated 3.27.14 in the amount of \$52,000 as submitted by CDW-G for the expansion and upgrade of Elementary School CCTV (outdoor perimeter camera) System using budgeted CDL funds. The Contract will be through the Middlesex Regional Educational Services Cooperative (MRESC) technology supplies/services bid previously approved by the Board for the 2013-2014 school year.

MINUTES
FINANCE COMMITTEE MEETING
Wednesday, May 21, 2014 @ 6:00-7:20pm

Board Members Present: Jim Walsh, Chair, Mark Furey, Co-Chair, Heather Garret-Muley and Tom Pellegrino

Administrators Present: Renae LaPrete, Dominic Carrea, Lynn Coates

Old Business:

1. The New Jersey Cares Update –

- a. Work completed- On Saturday, October 12, 2013 they painted the Elementary Vice principal's Office and Teachers' Room. On January 20, 2014 new playground equipment was installed by New Jersey Cares at MES
- b. Work to be done- Installation of a fence to block off the protected stream that runs under the building. Deliver and assemble chairs for the faculty room, furnish and install fence in front of the culvert, painting game lines on the blacktop including a large US map, 4 square, and hopscotch and basketball keys, painting the warrior head logo on the brick wall outside the stairs that lead to the girl's locker room. Painting designs will be pre-approved by the District prior to any work being done.

2. Second amendment to the MATRIXNEWORLD contract – regarding the Athletic Complex Project has not been approved to date: \$21,000.00 (Bid Phase \$4,000.00, Limited Construction Support Services \$14,500.00, Estimated Direct Expenses \$2,500.00)- Approval of this project is on hold until project approval is received from the State

3. FEMA Community Disaster Loan (CDL) Funds Update- the District applied for and received reimbursement in the amount of *\$ 1,146,364.36 of the \$1,376,474 CDL approved for Manasquan the 2013-14 school year for expenses incurred to date. * This figure includes the most recent application was submitted on 5/5/2014 for \$318,232.36. Mr. Carrea reviewed the attached quarterly statement from FEMA for the period ending March 31, 2014.

4. Final 2014-2015 School Budget- Following Board adoption of the Final 2014-2015 Budget on May 6, 2014 the User Friendly budget was posted on the District's website the following day. Mr. Carrea distributed a copy of the 2014-2015 User Friendly Budget and another copy of the 2014-2015 PowerPoint Presentation to the Committee members

New Business

1. **Bid No. 13-01-Manasquan Warrior Athletic Complex Retaining Wall & Drainage Project-** The Committee discussed the report dated 5.15.14 submitted by Dave Eareckson, Matrix New World President, regarding his review, analysis and recommendation of the bids submitted for this project. In his report Mr. Eareckson stated that "the Engineer's Probable Cost of Construction was \$301,350 plus a 20% contingency which resulted in a total amount of \$361,620.00". In conclusion Mr. Eareckson's recommendation was to award the contract to Precise Construction, Inc. for the total base bid amount of \$361,728.25, pending acceptance by the attorney and certification of the availability of funds.
2. **RFP- School Food Service Management-** Mr. Carrea reviewed his analysis of the two proposals submitted by Simplified Culinary Services, the current Food Service Management Company for the last 16 years, and The Nutrition Group. He recommended and expressed support for Board approval of the proposal submitted by Simplified Culinary Services.
3. **Elementary School CCTV (outdoor perimeter camera) System Expansion and Upgrade-** Tim Clayton, SRO Officer, was in attendance and reviewed the quote dated 3.27.14 in the amount of \$52,000 which was submitted by CDW-G to upgrade and expand the camera surveillance system at the elementary school. Both Tim and Jessie Place were involved in the design and review of this plan and are recommending Board approval of this project. This is a budgeted CDL project for 2013-2014. The proposal will be approved through the MRESC technology supplies/services bid previously approved by the Board for 2013-2014.
4. **ROD Grant Projects-** Mr. Carrea reviewed the updated memo dated 1.17.14 from FVHD, Board Architect of Record, regarding revised construction costs for the eight (8) approved ROD grants. Because the updated project costs as determined by the Board Architect were for the most part significantly higher than those in the original application Mr. Carrea noted on the memo the reduced state share i.e. less than 40% for all these projects. Mr. Carrea advised the Committee that if these projects were combined into an approved referendum the School District would be eligible for 40% Debt Service Aid. He reminded the Committee that in the 2016-2017 School Year there will be a 35% decrease in the Debt Service tax levy and the ideal time to phase in a new bond issue if the Board chose to go in that direction.
5. **2013-2014 Extraordinary Aid (EXAID) Application** – Mr. Carrea reviewed this year's EXAID application which is due on June 13, 2014. This District expects to receive \$222,868 in EXAID this year for 13 special education students whose program costs exceed \$40K or \$55K depending on whether the student is in a public school or private school

placement respectively. The District budgeted for the receipt of \$200k in EXAID revenue this year.

6. **2014-2015 District Tax Levy Payment Schedule-** Mr. Carrea recommended that the Committee /Board approve the attached schedule. The 2014-2015 tax levy payment schedule is similar to those approved by the Board in previous years.
7. **Monthly Reports** –The following monthly financial reports were distributed to the Committee members:
Check Register by Check Number-April & May, 2014, Purchase Order Report by PO #, April, 2014 Report of the Board Secretary, April 2014 Transfer Report and Systems 3000 Budget Report with all line accounts dated 5/14/2014
8. **Other Items pertaining to this Committee**
 - a. **Committee of the Whole - June 2014 (3rd & 4th Tuesdays of the Month)** – The Committee agreed to a change in location for the Committee of the Whole Meetings from the High School Auditorium to the High School Media Center.
 - b. **Request from Surf Team-** Superintendent LaPrete discussed and recommended that the Committee/ Board approve a request from the Surf Team for two Coach Chaperones for three (3) nights at a total cost of \$1350.
 - c. **Summer Professional Development-** Superintendent LaPrete recommended approval of the following summer professional development on the new Envision K-8 Math Series at a total cost of \$5130.00 :
 1. 27 staff members for 2 days @ 3hrs./day @ \$30/hr. - \$4860.00
 2. 3 staff members for one day @ 3hrs. /day @ \$30/day-\$270.00
 - d. **Substitute Nurses- June -** Superintendent LaPrete recommended that two substitute Nurses be hired for the period June 2-20, 2014 (15 days) to help in closing out the school year at a total cost of \$4500.00 (\$150/day)
 - e. **Custodian of Public Records position-** Superintendent LaPrete informed the Committee that options for assuming the responsibilities of this position viz. filling OPRA requests will need to be discussed with the Board Attorney in Executive Session next week. Jessie Place has indicated that he no longer wants this added responsibility.
 - f. **Title I available funds** – Mr. Carrea presented a recommendation from Jessie Place and Colleen Graziano to use the remaining \$73,110 in Title I Funds for the following technology purchases on state contracts :
 1. Dell Computer- purchase of 30 Dell Latitude laptops, total \$27,989.40
 2. Apple Computer- purchase of iPads for 17 classrooms in K-4 and iPad locking storage trays- total \$ Balance of remaining funds

PROPOSED RESOLUTIONS for May 27, 2014 AGENDA (Regular Meeting)

1. Recommend that the Board pursuant to the requirements of Title 18:18A-4 receive and reject the following bids for Bid # 13-01 Manasquan High School Warrior Athletic Complex Retaining Wall & Drainage for economic reasons:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alt.1</u>	<u>Alt.2</u>
<u>Down To Earth Landscaping</u>	<u>\$377,881. 00</u>	<u>\$3820</u>	<u>\$4400</u>
<u>Precise Construction</u>	<u>\$361,728.25</u>	<u>\$5730</u>	<u>\$6600</u>

Alternate#1-Split Rail Fence-191 ft.

Alternate#2- Shade Trees – 44 (6'-10' H)

2. Recommend that : a. the Board award the Request For Proposals for the 2014-2015 School Food Service Management Program to Simplified Culinary Services , Point Pleasant, N.J. 08742 , and b. approve the Base Year Contract between the Manasquan Board of Education and Simplified Culinary Services, Inc. which shall become the Contract for Food Services entered into by the above parties on this 27th day of May 2014, witnesseth that Simplified Culinary Services and the Manasquan Board of Education agree as follows:

All management/administrative fees must be specifically stated in the body of the contract. Contracts which provide for management fees on a cents per meal or flat fee basis are allowed. 7CFR 210.16(a).c.

Simplified Culinary Services will collect a flat management fee of \$21,000.00 annually.

Simplifies Culinary Services guarantees a return of \$10,000.00 annually. The above guarantee is based on similar operating conditions as the previous school year. Service will not be interrupted as a result of fire,

work stoppage, strike or school closing. In the event any of the foregoing conditions are not met during the school year, Simplified's guaranteed obligation shall be reduced by an amount equivalent to any increase in expenses or decrease in revenues which are attributable to changes in such conditions.

3. Recommend approval of a quote dated 3.27.14 in the amount of \$52,000 as submitted by CDW-G for the expansion and upgrade of Elementary School CCTV (outdoor perimeter camera) System using budgeted CDL funds. The Contract will be through the Middlesex Regional Educational Services Cooperative (MRESC) technology supplies/services bid previously approved by the Board for the 2013-2014 school year.
4. Recommend approval to submit the 2013-2014 Application for Extraordinary Aid in the amount of \$ 222,868.
5. Recommend approval of the attached 2014-2015 Manasquan School District Tax Levy Payment Schedule
6. Recommend approval to purchase 30 Dell Latitude 3340 Laptops at \$932.98 each for a mobile computer lab/laptop cart at MES from Dell Computer at a total cost of \$27,989.40 using Title 1 Funds. NJ State Contract #70256-WSCA/NASPO
7. Recommend approval to purchase iPads for 17 Classrooms in Grades K-4 and iPad locking storage trays from Apple Computer at a total cost of \$45,120.60 using Title 1 funds. NJ State Contract#

POLICY COMMITTEE MEETING

MINUTES

MAY 22, 2014

Attendance: Pat Walsh (Chairperson), Fred Sorino (Co-Chair) - conference call,
Donna Bossone, Tom Pellegrino
Rena LaPrete, Rick Coppola, Gabrielle A. Pettineo (attorney)

1. POLICIES: 1st Reading

- 0143- Board Member Election and Appointment
- 1581 – Victim of Domestic or Sexual Violence Leave
- 3230 – Outside Activities
- 4230 - Outside Activities
- 6511 – Direct Deposit

2. 2nd Reading of BY LAW 0155- Board Committees/Board of the Whole

3. Random Drug Testing

The committee met on May 12th, 2014 and May 22, 2014. The attorney had reviewed and the committee discussed the Voluntary Program which the high school administration presented on May 12, 2014.

It was recommended by Mrs. Walsh that a motion be placed on the board agenda charging the administration to review and revise the existing suspended random drug policy with input from community members, professionals etc. Mr. Gross will prepare a motion for the board members to vote on Tuesday, May 27, 2014 (Manasquan board members).

Carrea, Dominic

From: LaPrete, Renae
Sent: Tuesday, May 27, 2014 8:34 AM
To: Carrea, Dominic
Subject: FW: Election

-----Original Message-----

From: Walsh, Patricia
Sent: Sunday, May 25, 2014 6:47 PM
To: joseph.passiment@doe.state.nj.us; Pellegrino, Thomas
Cc: LaPrete, Renae
Subject: Election

It is with very mixed emotions that I inform you that I have decided not to complete my term of office on the Manasquan Board of Education. The draw of my granddaughter in North Carolina is too hard to resist and I found commuting for meetings in the winter unpredictable. I will complete this year of service but please include my unexpired term (1year) on the roster of available positions for the upcoming election. My resignation will be effective when the Board reorganizes in January 2015. The voters in Manasquan will select my replacement.

I have always enjoyed my service on the Board. I am confident that with new, permanent leadership the district will once again flourish. I will announce this decision at the May meeting to the public but wanted you to know in advance.

Sincerely,
Patricia T. Walsh.