

BOARD OF EDUCATION
Borough of Manasquan

The Combined Committee of the Whole Meeting and Regular Public Meeting of the Manasquan Board of Education was held in the Manasquan High School Media Center, 167 Broad Street, Manasquan, New Jersey, on Tuesday, January 31, 2017.

The Board President, Mr. Pellegrino, called the meeting to order at 6:11 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
Eugene Cattani
Linda DiPalma
Mark Furey (Belmar)

Heather Garrett-Muly
Joseph Loffredo
Anne McGarry (SLH) - absent
Thomas Pellegrino

Alfred Sorino
Tedd Vitale (Brielle)
Colin Warren

Roll Call

Also Present: Dr. Frank Kasyan, Superintendent of Schools; Lynn Coates, School Business Administrator/Board Secretary; Dan Roberts, Board Attorney; Sandi Freeman, Recording Secretary; Madison Dettlinger, Karly Grogan and Christopher Driscoll, Student Board Representatives. Absent: Maura Farragher, Student Board Representative.

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

4. 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.

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 placed on the agenda at the next Committee of the Whole meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After the Committee of the Whole approves the matter, it is 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.

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Combined Committee of the Whole and Regular Public Meeting and Closed Executive Session of December 20, 2016 and the Reorganization Meeting of January 4, 2017. 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.

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

Discussion: None

*Roll Call Vote: Ayes (8); Nays (0); Abstain (2) Mr. Furey, Mr. Vitale; Absent (1) Mrs. McGarry;
Vacant (1)* **MOTION CARRIED**

7. Student Board Representative Report

Mr. Pellegrino turned the floor over to Madison Dettlinger for the Key Club Report.

Ms. Dettlinger reported that the Key Club members were volunteering at the Manasquan Elks breakfast, the Homework Helpers Club for ELL students, the Tutoring and Homework Helpers Club, the Brielle Basketball Scoreboard, the Manasquan High School concession stand at the boys' and girls' basketball games, MES Bingo Night, MES PTO Babysitting and the Wrestling team concession stand.

Mr. Pellegrino asked Christopher Driscoll to present the Student Council report.

Mr. Driscoll reported that after a long and productive fall today the Student Council laid out plans and fundraisers for the spring 2017 school year. The monthly raffle will continue to see who will be able to receive a parking space in the school lot for one month and this activity will continue throughout the school year. The freshman and sophomore classes will be hosting a semi-formal dance on March 17th. The junior class has started planning for the prom which will be held on March 24th.

Mr. Pellegrino thanked the students for their reports and asked for a motion to accept the Student Board Representatives Reports.

Motion was made by Mr. Vitale, seconded by Mr. Loffredo, to accept the Student Board Representative Reports.

Discussion: None

Roll Call Vote: Ayes (10); Nays (0); Absent (1) Mrs. McGarry; Abstain (0); Vacant (1)

MOTION CARRIED

Mr. Pellegrino turned the floor over to Dr. Kasyan for the presentations.

8. Presentations

Dr. Kasyan began by informing the public that board meetings are not the superintendent's meetings, but are the board's meetings conducted by the board president. Dr. Kasyan complimented the board on being focused on children and he felt it applicable to start his presentation by recognizing the board of education. He reported that the month of January is designated as "School Board Recognition Month" and that he would be reading a resolution to the board during his Superintendent's Report. Dr. Kasyan said this evening the board would be recognizing and congratulating the Manasquan Pop Warner Cheerleading Team who won the National Championship. He pointed out that this team not only includes students from the Manasquan School District but children living within the Manasquan community who attend other schools. This action on the part of the board is an indication of how entrenched they are for all children. He thanked the board for this.

Minutes

Student Board
Representative
Reports

Acceptance of
Student Board
Representative
Reports

Presentations

Dr. Kasyan also thanked the board for being actively engaged in getting the third attempt at a referendum passed. He thanked the community for their support because that statement was an endorsement to the board who dedicate their time away from their families for the students of Manasquan. He again thanked the board for their professional and positive attitude and representation of the community in a fashion to be applauded by all.

Dr. Kasyan continued with the presentations and recognized and congratulated members of the Manasquan Pop Warner Cheerleading Team for winning the National Championship in Disney World and also first place at the Jersey Shore State and Eastern Regional Competitions. He introduced the girls and presented them with a certificate of appreciation as well as a squad picture.

Dr. Kasyan said that after the presentations the meeting will pause to take part in a celebratory cake for Board Recognition Month, the cheerleaders' accomplishments and the students and teachers of the month.

- **Manasquan Pop Warner Cheerleading Team – National Champions**

Dr. Kasyan continued with the Students of the Month and explained the criteria involved in the selection of the students.

Dr. Kasyan congratulated the high school students of the month and presented them with certificates and Wally Bucks.

- **High School Students of the Month for December – Jeffrey Petrulla, Senior – Avi Pelly, Junior – Madison Pringle, Sophomore – Connor Mawn, Freshman**

Dr. Kasyan said he meets monthly with a group of students focused on what is going on in the high school and how things can be made better. He said that students always have something positive to say about Mr. Fagen. He congratulated Mr. Fagen on being selected Manasquan High School's Teacher of the Month and presented him with a certificate and Wally Bucks.

- **High School Teacher of the Month for December – James Fagen**

Dr. Kasyan congratulated the elementary school student of the month and presented her with a certificate and Wally Bucks.

- **Elementary School Student of the Month for December – Amanda Bautista**

Dr. Kasyan said that he always smiles when he sees Mr. Clark because he had him sing on the very first day he entered the Manasquan School District. Dr. Kasyan congratulated Mr. Clark on being selected Manasquan Elementary School's Teacher of the Month and presented him with a certificate and Wally Bucks.

- **Elementary School Teacher of the Month for December – Eric Clark**

Dr. Kasyan congratulated the Elks Elementary School Student of the Month and Elks Teenager of the Month and presented them with certificates and Wally Bucks. Dr. Kasyan told Joseph that he has so much respect for his dad and the wonderful job that he does for the students in the high school.

- **Elks Elementary School Student of the Month for December – Joseph Battaglia**
- **Elks Teenager of the Month for December – Tyler Hobbie**

Dr. Kasyan thanked the Stoner family for the donation of Manasquan High School sports memorabilia that will be kept on display in the school. Ms. Stoner said they represent three generations at Manasquan High School and the items were a part of a collection from her father.

- **Donation Acceptance of Memorabilia from the Family of Richard Stoner**

Dr. Kasyan concluded the presentation portion of the meeting and paused the meeting to enjoy the celebratory cakes.

Manasquan
Pop Warner
Cheerleading
Team

Students and
Teachers of the
Month

Memorabilia
Donation –
Stoner Family

Mr. Pellegrino turned the floor over to Dr. Kasyan for the discussion items for the January 31, 2017 Committee of the Whole meeting.

9. Discussion Items for January 31, 2017 Agenda

- **Education, Curriculum & Technology- Agenda Items***

- 2017-2018 School Year Calendar*

Dr. Kasyan referred to the 2017-2018 school year calendar and asked if there were any questions from the board. He said the calendar was reviewed with the association and it was sent to all of the sending district. He has not received any feedback from them at this time.

- **Personnel– To be Discussed in Executive Session- Agenda Items***

- **Policy– Agenda Items ***

- **Policies for revision*:**

- P&R 1510 – Americans with Disabilities Act
 - P&R 5116 – Education of Homeless Children
 - P&R 8330 – Student Records

- **Polices for first reading*:**

- P 2415.30 – Title I – Educational Stability for Children in Foster Care
 - P&R 2418 – Section 504 of the Rehabilitation Act of 1973 – Students
 - P 5330.04 – Administering an Opioid Antidote

Dr. Kasyan referred to policies that require some revisions and policies that will be brought before the board for a first reading. Dr. Kasyan reached out to Strauss Esmay regarding policies that have not been addressed since 2011 and asked if the board would be in agreement to have them review and advise if the policy is up to date. The board was in agreement to have Strauss Esmay review those policies.

- **Finance**

- 17/18 Budget Update

Mrs. Coates provided an update on the 2017-2018 budget process. District administrators and department heads have reviewed their budgets submissions with her and Dr. Kasyan. The estimated enrollments should be finalized by the sending districts to Manasquan by tomorrow. Tentative budget meeting dates have been provided to the board in the Friday packet to which she added the date of February 9th.

- **Buildings & Grounds/Facilities- Agenda Items***

- RFP for Construction Management Services*

Mrs. Coates referred to the RFP for Construction Management Services that is on the agenda for board approval. The RFP will be posted on the website tomorrow after this evening's approval. It is anticipated that a firm will be brought to board level for approval on February 28th.

- Water Testing Contract*

Mrs. Coates said that four vendors were asked to provide proposals for water testing for the district. She and Mr. Hudson met with PARS Environmental regarding their proposal and protocol. In an effort to reduce cost to the district we will provide the plumbing profile and the pre-test flushing requirement. PARS will take care of the remaining requirements. The Department of Education has said that they would be providing reimbursement for some of the testing areas but nothing is definitive at this time relating to the reimbursement. The board is being asked to approve the proposal this evening.

Committee of
the Whole
Discussion
Items

Education,
Curriculum &
Technology

2017-2018
School
Calendar

Personnel
(Exec. Session)

Policy

Revisions
P&R 1510
R&R 5116
P&R 8330

1st Readings
P 2415.30
P&R 2418
P 5330.04

Finance

17-18 Budget
Update

Buildings &
Grounds/
Facilities

RFP –
Construction
Management
Services

Water Testing

○ Sea Girt Army Camp

Dr. Kasyan provided an update on the Sea Girt Army Camp. The lease is being developed at this time. He provided them with a breakdown of the costs to the district for the well, sod and sprinklers. He shared these costs with the individual preparing the lease and asked that the costs be taken into consideration in her development of the lease in hopes that the district would be given a break on the lease payments and possibly be provided with a longer lease period other than one year. Dr. Kasyan said in a meeting he had with the Commandant a discussion took place on the construction of a mile track and he was asked if the district would be interested in partnering with them. Dr. Kasyan said that he would have to map this out and bring the concept to the board. He said a discussion took place at the president – vice president meeting to possibly hold off with the resurfacing of the campus track and putting that money towards the track at the Army Camp. Mrs. Garrett-Muly suggested that consideration be taken to build this track so it can be used for school meets. The Commandant said that he is pleased with the way the district has been utilizing the field in a positive manner.

Mr. Pellegrino asked if the two candidates for the board vacancy were present. Mr. Hoverter was present. Mrs. Coates spoke with the other candidate and she informed her that she planned on being present; however, she was not in attendance at the time of the interviews.

10. Board Member Vacancy Interviews

Mr. Pellegrino welcomed Mr. Hoverter and asked him a series of questions relating to his intention on being considered for the vacant seat on the board. Mr. Hoverter thanked the board for their time this evening.

Mr. Pellegrino shared a letter that he wrote to the Coast Star expressing his gratitude for those individuals that chose to support the school district's bond referendum and assist in educating the public on the particulars of the referendum. He also thanked Dr. Kasyan, Mrs. Coates, the Manasquan High School Endowment Association, the MES and MHS administration, teachers, staff and students for working hard with the board to pass the referendum.

Mr. Pellegrino turned the floor over to Dr. Kasyan for the Superintendent's Report.

Dr. Kasyan read a letter that was share with him from Mr. Coppola from a parent that expressed her happiness because she was afforded the opportunity to enroll her son in a community college. She thanked the district for their dedication in working with her son to make this a possibility.

11. Superintendent's Report & Information Items

Dr. Kasyan read the following resolution designating the month of January 2017 as "School Board Recognition Month."

Recommend approval of the following resolution to designate the month of January 2017 as "School Board Recognition Month."

WHEREAS, The New Jersey School Boards Association has declared January 2017 to be School Board Recognition Month, a time that all residents might acknowledge the contributions made by our local school board members; and

WHEREAS, The Manasquan Board of Education is one of more than 581 local school boards in New Jersey that sets policies and oversees operations for public school districts; and

WHEREAS, The Manasquan Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

Sea Girt Army
Camp

Board Member
Vacancy
Interviews

Mr. Hoverter

Superintendent
Report

School Board
Recognition
Month
Resolution

WHEREAS, New Jersey's local school boards help determine community goals for the education of approximately 1.4 million children in pre-kindergarten through 12th grade; and
WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and
WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and
WHEREAS, Boards of Education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and
WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it
RESOLVED, That the Manasquan Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2017 as SCHOOL BOARD RECOGNITION MONTH; and be it further
RESOLVED, That the Manasquan Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the improvement of our children's education.

School Board
Recognition
Month
Resolution

Dr. Kasyan provided a Strategic Planning Update and said that the committees will be providing reports in the spring. He referred to the six goals that the committees are working on with administrators and provided details on the status of these goals. Mrs. Garrett-Muly asked if the elementary school could focus on creating a more user friendly site providing information on the availability of extracurricular opportunities for the students.

Strategic
Planning
Update

- Strategic Planning Update

Dr. Kasyan reported a current enrollment of 943 at the Manasquan High School and 634 at the Manasquan Elementary bringing the total enrollment as of January 31, 2017 to 1577, as specified in Document A.

Enrollment
Report
Document A

- Enrollment– **Document A**

Dr. Kasyan reported on the attendance comparison, fire drill reports, suspension and tardy reports for the month of February, as specified in Document B. The district has met state statutes this month.

Attendance
Comparison,
fire drill,
suspension and
tardy reports
Document B

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

Dr. Kasyan reported that tonight the board would be reviewing the first part of the statute that focuses on archived data for the electronic violence and vandalism reporting system. There were no reported HIB incidents in the elementary school and the high school had three incidents, one confirmed which resulted in a suspension and counseling with the school counselor during the month of February, as specified in Document C. The report sent to the state for the first half of the year reported that the Manasquan Elementary School had two HIB cases and the high school had two violence cases and two substance abuse cases bringing the total for the district to six incidents.

HIB Report –
July 1, 2016 –
December 31,
2016

HIB Monthly
Report
Document C

- HIB Report – HIB Investigations, Trainings and Programs Data Collection – July 1, 2016 through December 31, 2016
- HIB Monthly Report - **Document C**

Recommend approval and acceptance of the Superintendent's Report.

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

Motion was made by Mr. Sorino, seconded by Mrs. Bossone, to approve and accept the Superintendent's Report

Discussion: None

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (1) Mrs. McGarry; Vacant (1)

MOTION CARRIED

Mr. Pellegrino opened the Public Forum on Agenda Items and read the following statement.

12. 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. 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.

Mr. Pellegrino closed the Public Forum seeing no comments from the public.

Mr. Pellegrino continued with the Manasquan General Items and asked if the board was in agreement to approve Items #13 through #29. The board was in agreement and he asked for a motion to approve Items #13 through #29.

Motion was made by Mrs. Bossone, seconded by Mr. Cattani, to approve Manasquan General Items #13 through #29.

Discussion: None

Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (0); Vacant (1) MOTION CARRIED

MANASQUAN
General Items

13. Secretary's Report

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

The Business Administrator/Board Secretary certifies that as of **December 31, 2016** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Be it Resolved; that the amount of district taxes, excluding debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **\$2,358,936.00** and that Manasquan Borough Council is hereby requested to place in the hands of the Treasurer

Acceptance of
Superintendent
Report

Public Forum
on Agenda
Items

Manasquan
General Items
#13 through
#29

Financial
Reports

Secretary's
Certification

District Taxes

of School Moneys that amount within the 30 days in accordance with the statutes relating thereto.

Be It Resolved: Pursuant to N.J.A.C. 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 **December 31, 2016** 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
the Secretary's
Certification*

Recommend acceptance of the Secretary's Financial & Investment Report and the Treasurer's Report, for the month ending **December 31, 2016** per **Document D**. (The Treasurer of School Moneys Report for the month of **December 2016** is on file in the Business Office and is in balance with the Secretary's Report).

*Secretary's
Financial &
Investment
Report
Document D*

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 **December 31, 2016** 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 **2016-2017 budgets for December and January** as recommended by the Superintendent of Schools, as per **Document D**.

*Budget
Certification
Document D*

Recommend acceptance of the Elementary School Central Funds Report for the month ending **December 31, 2016** as per **Document E**.

*E.S. Central
Funds Report
Document E*

Purchase Orders for the month of **January 2017** be approved, as per **Document F**.

*Purchase
Orders
Document F*

Recommend acceptance of the Cafeteria Report – Document G.

*Cafeteria
Report
Document G*

Be It Resolved: that the **Bills (Current Expense)** in the amount of **\$1,432,080.30** for the month of **January 2017** be approved. Records of checks (**#39553** through **#39694**) and distributions are on file in the Business Office.

Bills

Confirmation of Bills (Current Expense) for **December 2016** at **\$2,245,920.25** and checks (**#39407** through **#39552**).

*Confirmation
of Bills*

14. **Recommend** approval of the following student teacher placement for the Spring 2017 Semester:

*E.S. Student
Teacher
B. DiPasquale*

- Brittany DiPasquale Georgian Court University K-3 (Buss/Saake)

15. **Recommend** approval of the payment of \$30,000 to Highlands Claim Services to cover the Board's retention limit (deductible) of \$10,000 per settlement of the following claims that were covered under the Manasquan's School Board Legal Liability policy through the School Alliance Insurance Fund: SPL001069, SPL001082 and SPL001073.

*Legal
Settlements
Deductible
Payments*

16. **Recommend** acceptance of the \$250 donation from the Manasquan Elementary School Education Foundation and the \$250 donation from the Manasquan Elementary School PTO to be used toward the deposit for the Manasquan School District therapy dog.

*MES PTO and
MES Education
Foundation
Donation for
Therapy Dog*

17. **Recommend** approval of **Bilingual Evaluations Services** provided by **Monica Peters**, to conduct a Bilingual Psychological Evaluation at a rate of \$495.00, and **Bilingual Speech** provided by **Nilda Collazo**, to conduct a Bilingual Speech/Language Evaluation at a rate of \$575.00 for pre-school student #313322, as part of a Child Study Team Evaluation.

*M. Peters –
Bilingual Psych.
Eval.
N. Collazo –
Bilingual
Speech Eval.*

18. **Recommend** approval of **Inclusive Technology Solutions, LLC** provided by **Michael Marotta**, ATP to conduct technology training for the months of January and February for six (6) hours at a rate of \$110.00 per hour, with out of district student #22271, not to exceed \$660.00.
19. **Recommend** approval of **Michele Haven** for an additional eight (8) hours of home programming for student #22271 for the purposes of transitioning services to Kelly Balon, district BCBA, at a rate of \$125.00 per hour, not to exceed \$1000.00.
20. **Recommend** approval of the following revised policies, as per **Document H**:
 - o P&R 1510 – Americans with Disabilities Act
 - o P&R 5116 – Education of Homeless Children
 - o P&R 8330 – Student Records
21. **Recommend** approval of the first reading of the following policies, as per **Document I**:
 - o P 2415.30 – Title I – Educational Stability for Children in Foster Care
 - o P&R 2418 – Section 504 of the Rehabilitation Act of 1973 – Students
 - o P 5330.04 – Administering an Opioid Antidote
22. **Recommend** approval of the release of a Request for Proposal (RFP) for Construction Management Services, as per **Document J**. (**Pending Attorney review**)
23. **Recommend** approval of **Maureen T. Kelley, LLC**, Maureen Kelley, to work as a School Psychologist consultant, 30 hours weekly, at a rate of \$58.00 per hour from January 18, 2017 through February 16, 2017, leave of absence replacement.

Professional Days

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

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
March 30-April 2, 2017	Jill Wells	Philadelphia	AOTA Conference	No	Registration - \$451.00 (IDEA Funds)
February 2, 2017	Margaret Polak	Tinton Falls	Hot Legal Topics Workshop	No	Mileage - \$28.40 Registration - \$45.00 (IDEA Funds)
January 25, 2017	Oriana Kopec	Monroe	Reading Strategy Workshop	Yes	Mileage – \$19.46 Registration - \$149.00
January 25, 2017	Kristine Sliwoski Jessica Woytowicz Christine Melfi	Monroe	Reading Strategy Workshop	Yes -3	Mileage -\$19.46 each Registration - \$149.00 each
March 1-4, 2017	Teresa Trumpbour	NYC	NAEA Convention	Yes	None
To Be Determined	Oriana Kopec	Remote Training	Reader Program	No	Registration - \$150.00
January 26, 2017	Andrea Trischitta	Atlantic City	TECHSPO	Yes	Registration- \$275.00
February 23-24, 2017	Meghan Roland	Cherry Hill	Zones of Regulation Seminar	Yes	Registration- \$225.00 Mileage-\$72.24 (IDEA Funds)
February 23-24, 2017	Kelly Ann Balon	Cherry Hill	Zones of Regulation Seminar	No	Registration- \$225.00 Mileage-\$72.12 (IDEA Funds)

*Inclusive
Technology
Solutions LLC*

*M. Haven –
Home
Programming*

*Revised Policies
P&R 1510
P&R 5116
P&R 8330
Document H*

*1st Readings
P2415.30
P&R2418
P5330.04
Document I*

*RFP Release
Construction
Mgmt. Svcs.
Document J*

*M. Kelley,
School Psych.
Consultant*

*E.S.
Professional
Days*

February 8, 2017	Kelly Ann Balon	Langhorne, PA	Improving Executive Functions	No	\$199.00 (Group of 2) Mileage-\$34.72 (IDEA Funds)
February 8, 2017	Kate Marvel	Langhorne, PA	Improving Executive Functions	No	\$199.00 (Group of 2) Mileage-\$34.72 (IDEA Funds)

*E.S.
Professional
Days*

School Business Days

- 25. Recommend** approval of substitute coverage (1/2 day each attendee, except as notated) for the following to attend an in district Opinion Writing Workshop on February 8, 2017:

Alyse Leybovich	Catherine Kappy	Kindle Kuriscak (Full day - no sub)
Sandra Hill	Donna Mead	Catherine Baier (No sub)
Kali Mura	Lauren Buss	
Lauren Gawron	Cheryl Femenella	

*Substitute
Coverage for
Opinion
Writing
Workshop*

- 26. Recommend** approval of substitute coverage on February 3, 2017 for **Justine Rotante** for the purpose of writing programs with district BCBA for student with disabilities.

*J. Rotante –
Writing
Programs with
BCBA*

Student Action

Field Trips

- 27. Recommend** approval of the field trips listed below:

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
February 9, 2017	Ann Marie LaMorticella Tom Rusooniello	Grades 6-8	Spring Lake Heights	National Geography Bee	Yes-1	None	None
May 2, 2017	Brian McCann Elyse Wemple Amelia Gliddon Teresa Reichy Jaimee McMullen Sara DeMicco Nurse – TBD	Grade 5	Camden Aquarium	Science Ecosystem	Yes-1	None	Student Funds
May 5, 2017	Donna Mead Michele Sayre Lauren Buss Heather Saake Nurse – TBD	Grade 2	Allaire Community Farm	Science – Living Things	Yes-1	None	Student Funds
February 2, 2017 February 6, 2017	Eric Clark	Band	Brielle	Sending District Band Rehearsals	Yes	Bus \$200.00 each day	None

E.S. Field Trips

Placement of Students on Home Instruction

- 28. Recommend** that the following student(s) be placed on home instruction, as recommended by the Child Study Team: **None at this time**

*E. S. Home
Instruction
(No Report)*

Placement of Students Out of District

- 29. Recommend** approval of the revised External Placement list that reflects both transportation and tuition costs for the 2016-2017 school year. **No Report for the Month**

*Out of District
Placement
(No Report)*

Mr. Pellegrino continued with the Manasquan/Sending District General Items and asked if the board was in agreement to approve Items #30 through #44. The board was in agreement and he asked for a motion to approve Items #30 through #44.

Motion was made by Mr. Cattani, seconded by Mr. Warrant, to approve Manasquan/Sending District Items #30 through #44.

Discussion: Mr. Pellegrino thanked the Alexandra Rose Tozzi Memorial Foundation for the donation \$1,000 to be used towards the purchase of athletic supplies and equipment.

Dr. Kasyan referred to Item 34, the Cardiac Emergency Action Plan, and said that this came about as a result of the medical emergency incident that occurred in the high school. He met with the administrators and nurses to discuss how this emergency was addressed and the plan was developed as a result of this meeting. The students were complimented on how they handled the situation. Mrs. Garrett-Muly suggested possibly acknowledging the teachers and students. Dr. Kasyan said the family involved in the medical emergency acknowledged the whole school by providing a lunch.

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (1) Mrs. McGarry; Vacant (1)

MOTION CARRIED

MANASQUAN/SENDING DISTRICTS

General Items

30. Recommend approval of the **2017-2018 School Year Calendar** as per **Document 1.**

31. Recommend approval of the Quail Ridge Golf World as a practice facility for the MHS Golf Team, as per **Document 2.**

32. Recommend approval of the following job descriptions as per **Document 3:**

- Public Safety Academy Coordinator
- Academy of Health Careers Coordinator
- Engineering Academy Coordinator
- Academy of Finance Coordinator

33. Recommend acceptance of the donation received from the Manasquan High School Endowment & Alumni Fund for the installation of the Manasquan High School Gym Lighting.

- Installation – Schwier Electric LLC, in the amount of \$2,880
- Rebate administration – Cooper Electric, in the amount of \$250

34. Recommend approval of the Cardiac Emergency Action Plan, as per **Document 4.**

35. Recommend approval of the acceptance of an anonymous donation, in the amount of \$2,353.00, to be used for the purchase of AED equipment for the Manasquan High School.

36. Recommend approval of the contract between the Manasquan Board of Education and PARS Environmental, Inc., for the purpose of Lead in Drinking Water Testing, at an estimated project cost of \$9,230.00. (Hunterdon County Educational Services Commission Cooperative Purchasing Consortium – Bid # HCESC-SER-16-02.) Sample collection and the cost of the certified lab completing the tests and delivering results are reimbursable by the New Jersey Department of Education. (Pending Attorney review of contract.)

37. Recommend approval of Change Order #4R from SLS Construction LLC, providing a 6 day extension to the contract time, bringing the end contract date to February 8, 2017, at no increase to the contract amount.

Manasquan/
Sending
District Items
#30 through
#44

2017-2018
District
Calendar
Document 1

Quail Ridge
Golf World
Document 2

Job
Descriptions
Document 3

MHS
Endowment &
Alumni Fund
donation
H.S. Gym
Lighting

Cardiac
Emergency
Action Plan
Document 4

Donation –
AED Equipment

PARS
Environmental
Inc. – Lead in
Drinking Water
Testing

Change Order
#4R – SLS
Construction
LLC.

38. **Recommend** approval of the disposal of air conditioning and video equipment, as per **Document 5-1**, and technology equipment, as per **Document 5-2**. All items are obsolete beyond their useful life. Electronic items will be disposed of through the MOESC program specialist working with Vintage Tech Recyclers and all non-electronic items will be disposed of through normal district trash.

*Obsolete
Equipment
Document 5-1
& 5-2*

39. **Recommend** approval of the creation of the central fund account of for the following:

- Manasquan ACE (Alternative Core Education)

*H.S. Central
Fund Account
Manasquan
ACE*

40. **Recommend** approval of the acceptance of a \$1,000.00 donation from Alexandra Rose Tozzi Memorial Foundation for the purchase of athletic supplies and equipment.

*Donation – A.
R. Tozzi
Memorial
Foundation*

Professional Days

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

*H.S.
Professional
Days*

Date	Name	Destination	Purpose	Sub	Cost
January 27, 2017	Kevin Hyland	Belmar	Career Day	Yes	None
May 3-4, 2017	Lynn Coates	Atlantic City	Purchasing Educational Forum	No	Registration -\$350.00 Parking - \$20.00
February 23, 2017	JoAnn Dietrick	Tinton Falls	FMLA and Employment Law Workshop	No	Mileage-\$4.96 Tolls-\$2.00
January 30, 2017	Andrew Bilodeau	Robbinsville	All Star Selection	Yes	None
February 9, 2017	Sean McCarthy Jesse Place	Whippany	NJDOE Regional PARCC Training	No	Mileage- \$41.66 Tolls-\$10.00
June 23-24, 2017	Jesse Place	San Antonio, TX	School CIO Conference	No	None <i>Paid by School CIO</i>
June 25-28, 2017	Dr. Frank Kasyan Frank Scott James Egan	San Antonio, TX	International Society of Technology Education Conference	No	Registration-\$450.00 Hotel-\$747.00 M&IE- \$224.00 Airfare- \$438.60 Mileage to/from Airport: \$50.84 Airport Parking-\$44.00 Tolls-\$20.00 <i>(Costs per traveler.)</i>
June 25-28, 2017	Jesse Place	San Antonio, TX	International Society of Technology Education Conference	No	Registration-\$450.00 Hotel- \$747.00 M&IE-\$224.00 Mileage to/from Airport: \$50.84 Airport Parking-\$44.00 Tolls-\$20.00 <i>(Airfare paid by School CIO conference.)</i>
February 21, 2017	Amy Edwards Linda Hoeler	Lakehurst	NAES Tour with Engineers	Yes-2	None

Student Action**Field Trips**

H.S. Field Trips

42. Recommend approval of the field trips listed below:

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
March 5, 2017	Alan Abraham David Buckle	Marching Band	Belmar	St. Patrick's Day Parade	No	2 Buses \$412.00 total	None
March 11, 2017	Alan Abraham David Buckle	Marching Band	Seaside Park	St. Patrick's Day Parade	No	2 Buses \$412.00 total	None
May 2017 To Be Determined	Alan Abraham David Buckle	Jazz Band	Belmar	Seafood Festival	No	None	None
May 19, 2017	Alan Abraham David Buckle	Jazz Band	Baltimore	Baltimore Concert Series	Yes-1	2 Buses \$1100.00 total	Student Funds
May 27, 2017	Alan Abraham David Buckle	Marching Band	Bradley Beach	Memorial Day Parade	No	2 Buses \$150.00 each	None
May 29, 2017	Alan Abraham David Buckle	Marching Band	Manasquan	Memorial Day Parade	No	2 Buses \$100.00 each	None
June 3, 2017	Alan Abraham David Buckle	Marching Band	Wildwood	Elk's Convention Parade	No	None	None
March 30, 2017	Linda Hoeler To Be Determined	Architecture and Construction	Brookdale CC	Educational and Career Paths	Yes-2	Bus \$330.00	None
February 6, 2017	Meredith Morris	Fashion Interior Design	Manasquan	Walking Tour of Retail Window Designs	No	None	None

Placement of Students on Home Instruction**43. Recommend** that the following student(s) be placed on home instruction, as recommended by the Child Study Team:

H.S. Home Instruction

#182416	Grade 10	January 4, 2017 – February 20, 2017 (Medical)
#182325	Grade 11	October 3, 2016 – June 21, 2017 Extended (Medical)
#182252	Grade 10	January 25, 2017 – To Be Determined (Medical)
#171949	Grade 12	January 18, 2017 – February 10, 2017 (Medical)
#183168	Grade 11	January 24, 2017 - June 20, 2017 (Medical)
#203113	Grade 9	January 24, 2017 – February 28, 2017 Extended (Medical)
#171956	Grade 12	January 24, 2017 - June 21, 2017 Extended (Medical)
#182303	Grade 11	January 24, 2017 – To Be Determined Extended (Medical)
#182358	Grade 11	January 24, 2017 - June 20, 2017 Extended (Medical)

Financials**44. Recommend acceptance** of the following **High School Central Funds Report** for the month ending **December 31, 2016** as per **Document 6**.

H.S. Central Funds Report Document 6

Mr. Pellegrino asked if there was any Old or New Business to come before the board.

45. Old Business/New Business

Under Old Business - Mrs. Bossone asked for an update on the Volunteer Drug Program. Dr. Kasyan said that it was decided to wait until after the referendum and he will be moving forward in February or March. Mrs. Bossone asked Mrs. Coates if the first required lead in drinking water test results were negative. Mrs. Coates said the results were negative.

Old Business

Under New Business – Mrs. Garrett-Muly said she spoke with an individual who could provide the possibility to save money if qualified by acquiring an AAA rating that could result in a better interest rate. She would forward the information to Mrs. Coates.

New Business

Seeing no additional Old or New Business, Mr. Pellegrino opened the second public forum. There were no comments from the public.

46. Public Forum

Public Forum

Mr. Pellegrino asked for a motion to enter Executive Session and read the following statement.

47. Executive Session

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 sixty (60) 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:

- X 1. Confidential Matters per Statute or Court Order (Board Member Vacancy Deliberation)
- 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, Leave of Absence)
- 9. Imposition of Penalties Upon an Individual

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

Motion was made by Mrs. Garrett-Muly, seconded by Mr. Loffredo, and approved by voice vote of all those present in favor to enter into Executive Session at 7:19 p.m. MOTION CARRIED

Mr. Pellegrino asked for a motion to reconvene the meeting.

Meeting
Reconvened

Motion was made by Mr. Sorino, seconded by Mrs. Bossone, and approved by voice vote of all those present in favor to reconvene the meeting at 7:56 p.m. MOTION CARRIED

Mr. Pellegrino asked for a nomination to fill the vacant position on the board.

Motion was made by Mr. Loffredo to nominate Terry Hoverter for appointment to the vacant seat on the board, seconded by Mr. Sorino. Seeing no additional nominations, Mr. Pellegrino closed the nominations.

Nomination for
vacant board
seat

Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (0); Vacant (1) MOTION CARRIED

Appointment
of Terry
Hoverter

Mr. Pellegrino said that Mr. Hoverter will be sworn in at the next board meeting.

MANASQUAN

48. Appointment - Board Member Vacancy

Mr. Pellegrino asked for a motion to approve Manasquan Item #49 – Document K.

Motion was made by Mr. Warren, seconded by Mrs. Garrett-Muly, to approve Manasquan Item #49 – Elementary School Personnel, as specified in Document K.

Discussion: None

Roll Call Vote: Ayes (8); Nays (0); Abstain (0); Absent (0); Vacant (1) MOTION CARRIED

Manasquan
Item #49
E.S. Personnel
Document K

Personnel

49. Recommend approval of the Elementary School personnel as per Document K.

Mr. Pellegrino asked for a motion to approve Manasquan/Sending Districts Item #50 – Document 7 and 7A.

Motion was made by Mrs. Garrett-Muly, seconded by Mr. Vitale, to approve Manasquan/Sending District Items #49 – High School Personnel, as specified in Documents 7 and 7A.

Discussion: None

Roll Call Vote: Ayes (10); Nays (0); Abstain (0); Absent (1) Mrs. McGarry; Vacant (1)

MOTION CARRIED

Manasquan/
Sending
District Item
#50 H.S.
Personnel
Documents 7
and 7A

MANASQUAN/SENDING DISTRICTS

Personnel

50. Recommend approval of the High School personnel as per Document 7 & 7A

Mr. Pellegrino asked for a motion to adjourn.

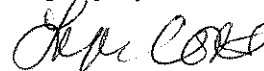
Motion was made by Mrs. Garrett-Muly, seconded by Mr. Loffredo, and approved by voice vote of all those present in favor to adjourn the meeting at 7:59 p.m. MOTION CARRIED

Adjournment

51. Adjournment

Motion to Adjourn

Respectfully submitted,



Lynn Coates
Board Secretary