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

Manasquan Borough
Manasquan High School Charles Raffetto Media Center
December 2, 2025
6:00 P.M.

## AGENDA

1. **Call to Order**

2. **48- Hour Notice**
   Opening Statement: Pursuant to N.J.S.A. 10:4-10, notice of this meeting being held on Tuesday, December 2, 2025, has been provided by publication in the Asbury Park Press, the Coast Star and posted in the Borough Hall of Manasquan and in the schools within the time limits prescribed by law.

3. **Pledge of Allegiance**

4. **Roll Call**

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

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

6. **Statement to the Public**
   Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then placed on the agenda at the next Combined Committee of the Whole and Regular Board meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After discussion during the Committee of the Whole portion of the meeting, the matter is focused on during the Regular Public Board Meeting agenda and presented to the Board of Education for a vote.

7. **Student Performances – MHS Chorus and Band**

8. **Student Board Representative Report**

9. **Presentations**
    - **High School Students of the Month**
        - **Freshman – Max Weinseimer**
        - **Sophomore – Angelina Lomas**
        - **Junior – Mya Bea**
        - **Senior – Kareem Herrera-Ramirez**
    - **High School Teacher of the Month – Kris Buss**
    - **Elementary School Student of the Month – Jazmine Lopez**
    - **Elementary School Teacher of the Month – Michael Pape**
    - **MES Girls Cross Country**
      1st Place Division Champions
    - **MHS Surf Team**
      NSSA State/Northeast Regional Champions
    - **MHS Boys Soccer**
      A-Central Division Champions

➢ **Five Minute Break**

- **2024-2025 Audit Presentation – Robert A. Hulsart**

10. **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 October 28, 2025. Executive Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed executive session no longer exists.

11. **Public Forum on Agenda Items**
    Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. In the event it appears the public comment portion of the meeting may exceed 45 minutes, the presiding officer may limit each statement made by a participant to 3-5 minutes duration. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not keeping with the conduct of a proper and efficient meeting. In order to ensure all members of the public who wish to participate are afforded a timely and orderly opportunity to do so, the Board may not answer questions posed by those making comments. The Board may address questions posed during this period once all members of the public wishing to speak have done so. The Board will not respond to questions from the public involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific or prospective or current employee. This public forum is limited to comment on items included in this agenda only.

12. **Public Forum**

13. **Discussion Items December 2, 2025 (*Denotes Action Item on This Agenda)**

- **Education, Curriculum & Technology***
  - Curriculum Committee Report – Alexis Pollock
  - School Calendar: 2025-2026 School Year*

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

- **Policy***

  Policies & Regulations for *Amendment* - Second Reading

  ***Bylaws***
  B 0173 – Duties of Public School Accountant
  B 0174 – Legal Services (M)
  B 0177 – Professional Services (M)

  ***Administration***
  P & R 1570 – Internal Controls (M)
  P 1620 – Administrative Employment Contracts (M)

  ***Program***
  P 2422 – Statutory Curricular Requirements (M)

  ***Finances***
  P & R 6111 – Special Education Medicaid Initiative (SEMI) Program (M)
  P & R 6220 – Budget Preparation (M) *(Regulation 6220 Revised by Replacement)*

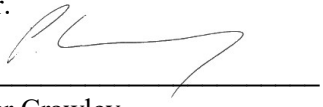
  Policies & Regulations for *Adoption* - Second Reading

  ***Administration***
  P 1636.01 – Notification of Promotion, New Job, and Transfer Opportunities

  ***Students***
  P 5339.01 – Student Sun Protection (M)

- **Finance**

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

  Peter Crawley
  School Business Administrator/Board Secretary

- **Buildings & Grounds/Facilities**
  - **2026-2027 Budget**

14. **Superintendent's Report & Information Items**

- **Enrollment – Document A**
  **As of October 31, 2025**
  - **Total Enrollment – 1,310**
    - **High School: 845**
    - **Elementary School: 465**

- **Attendance Comparison, Fire Drill Reports, Bus Evacuation Reports, Suspensions & Tardy Reports– Document B**
  - **High School/CLI:**
    - **October 14th – Shelter in Place Drill**
    - **October 23rd – Fire Drill**
    - **November 21st – Fire Drill**
    - **November 26th – Evacuation Drill**
  - **Elementary School:**
    - **October 7th – Fire Drill**
    - **October 16th – Evacuation Drill**
    - **November 14th – Fire Drill**
    - **November 17th – Shelter in Place Drill**
  - **Elementary School Bus Evacuation: November 12, 2025**

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

- **Recognition of Unified Sports Football Game v. Wall**

- **Recognition of Sending District Representatives to the Board of Education**

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

## MANASQUAN
## General Items

### Professional Days

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

### Student Action
### Field Trips

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

### Placement of Students on Home Instruction

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

**Placement of Students Out of District**

18. **Recommen**d approval of the revised 2025-2026 External Placement list that reflects tuition costs and transportation costs. **No Report for the Month**

**Financials**

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

**MANASQUAN/SENDING DISTRICTS**

**General Items**

**Secretary's Report/Financials**

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

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

**Be it Resolved;** that the amount of district taxes, including debt services requirements, needed to meet the obligations of this Board for the next eight weeks is **$3,832,528.00** and that Manasquan Borough Council is hereby requested to place in the hands of the Treasurer of School Moneys that amount within the 30 days in accordance with the statutes relating thereto.

**Be It Resolved:** Pursuant to N.J.A.C. 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 **OCTOBER 31, 2025** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

**Recommend acceptance** of the **Secretary's Financial & Investment Report** and the **Treasurer's Report**, for the month ending **OCTOBER 31, 2025,** as per **Document D**. (The Treasurer of School Moneys Report for the month of **OCTOBER 2025** is on file in the Business Office and is in balance with the Secretary's Report).

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we the members of the Board of Education of the Borough of Manasquan, County of Monmouth, after having reviewed the Report of the Secretary and upon consultation with the appropriate officials, certify that as of **OCTOBER 31, 2025,** it is to the best of our knowledge that no major account fund has been expanded and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and that the Board of Education further approves the transfers made with line item accounts of the current expense portion of the **2025-2026 budget for OCTOBER** as recommended by the Superintendent of Schools, as per **Document D.**

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

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

**(C) Be it Resolved: that the Bills (Current Expense) in the amount of $2,638,666.43 for the month of DECEMBER, 2025 be approved. Record of checks (#58237 through #58337), and distributions are on file in the Business Office.**

**Confirmation of Bills (Current Expense) for NOVEMBER, 2024 at $2,119,451.50 and checks (#58147 through #58236).**

**Confirmation of Bills (Current Expense) for OCTOBER, 2025 at $3,320,282.78 and checks (#57545 through #58146).**

21. **Recommend** acceptance of the following High School Central Funds Report for the month ending **OCTOBER 2025** as per **Document G**.

22. **Recommend** approval of the **amendment** of the following policies and regulations (second reading), as per **Document H**:
    B 0173 – Duties of Public School Accountant
    B 0174 – Legal Services (M)
    B 0177 – Professional Services (M)
    P & R 1570 – Internal Controls (M)
    P 1620 – Administrative Employment Contracts (M)
    P 2422 – Statutory Curricular Requirements (M)
    P & R 6111 – Special Education Medicaid Initiative (SEMI) Program (M)
    P & R 6220 – Budget Preparation (M) *(Regulation 6220 Revised by Replacement)*

23. **Recommend** approval of the **adoption** of the following policies and regulations (second reading), as per **Document I**:
    P 1636.01 – Notification of Promotion, New Job, and Transfer Opportunities
    P 5339.01 – Student Sun Protection (M)

24. **Recommend** approval of the 2026-2027 School Year Calendar, as per **Document J.**

25. **Recommend** the acceptance of the funding for Optimal Comp (FOCUS) Universal Screening Cohort 2 Grant in the amount of $1,860.00.

26. **Recommend** approval of the acceptance of a donation of a softball net with an estimated value of $500.00 to the Manasquan High School Athletic Department from Fred Sorino.

27. **Recommend** approval between Ocean Lanes and the Manasquan Board of Education to provide lanes for the boys and girls bowling team for the 25/26 school year at the rate of $4.00 per game, as per **Document K**.

28. **Recommend** approval of the Disposal of Obsolete Equipment, as per **Document L**.

29. **Recommend** approval of Pay Application #5 from Performance Mechanical Corp, for the Manasquan Elementary School Boiler Replacement, in the amount of $11,970.00

30. **Recommend** acceptance of the 2024-2025 Audit and ACFR Report of the Financial Records of the Manasquan School District as prepared by Robert A. Hulsart, Jr. of Robert A. Hulsart and Company.

31. **Recommend** approval of the submission of an amendment to the ESEA grant.

32. **Recommend** approval of Change Order #006 ($3,234.14) on the H&S contract, as per **Document M**.

33. **Recommend** approval of Hometown Digital Ticketing and Event Management for online ticketing services.

34. **Recommend** approval of the following resolution authorizing the sale of surplus property:

**Whereas,** the Manasquan Board of Education has determined that certain property described and incorporated herein is no longer needed for public use; and

**Whereas**, the Manasquan Board of Education intends to utilize the online auction services of GovDeals, the terms and conditions of which are available www.govdeals.com or by request at the District offices; and

**Whereas**, the sales are being conducted pursuant to N.J.S.A. 40A:11-36 and the guidance set forth in the Division of Local Government Services' Local Finance Notice 2019-15;

**Therefore, be it resolved**, by the Manasquan Board of Education hereby authorizes the sale of District property no longer needed for public use, and that the public sale shall be conducted through govdeals.com public online auction pursuant to N.J.S.A. 40A:11-36 and Local Finance Notice 2019-15 of the New Jersey Department of Community Affairs, Division of Local Government Services; and

**Be it further resolved**, that the sale of surplus property described below is to be sold in "as is," condition without expressed or implied warranties:

- Golf Cart
- Trailer 1
- Trailer 2
- Brush Hog

**Professional Days**

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

## Student Action

**Field Trips**

36. **Recommend** approval of the field trips, as per **Document O**.

**Placement of Students on Home Instruction**

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

| | | |
|---|---|---|
| **#3058295980** | **Grade 12** | **October 29, 2025 – November 29, 2025 (Medical)** |
| **#3961694726** | **Grade 12** | **November 25, 2025 – December 25, 2025 (Medical)** |
| **#4124804659** | **Grade 10** | **November 26, 2025 – December 26, 2025 (Medical)** |
| **#9005205387** | **Grade 10** | **November 21, 2025 – December 21, 2025 (Medical)** |

38. **Old Business/New Business**

39. **Executive Session**

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

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

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

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

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

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

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

**40. Roll Call**

**MANASQUAN**
**Personnel**

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

**MANASQUAN/SENDING DISTRICTS**
**Personnel**

**42. Recommend** approval of the High School personnel as per **Document P**.

**43. Adjournment**

Motion to Adjourn.