

**MISSION STATEMENT:** To foster a safe and equitable learning environment that celebrates our diverse learners, and provides the necessary resources and supports to prioritize the social-emotional and academic development of all students.

**REGULAR ACTION MEETING** on December 21, 2023, Lloyd Road Elementary School, 401 Lloyd Road., Aberdeen, NJ.

## **I. CALL TO ORDER**

President, Ms. Ascoli called the Regular Action Meeting to order at 6:31 pm.

## **II. STATEMENT OF ADEQUATE NOTICE**

Ms. Ascoli read the following statement:

“The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or agreed upon. In accordance with the provision of this act, the Matawan-Aberdeen Regional School District Board of Education advertised this meeting on June 20, 2023 in the Asbury Park Press and the Star Ledger. This notice was sent to the Municipal Clerks of the Borough of Matawan and the Township of Aberdeen, and the Matawan-Aberdeen Joint Free Public Library. The notice was also placed on the district’s web site.”

## **III. PLEDGE OF ALLEGIANCE**

## **IV. ROLL CALL**

Present:	Ms. Ascoli - President	Ms. Martinez (Vice President)
	Ms. Feiles	Mr. Montone
	Ms. Pell	Ms. Skop
	Ms. Werneke	

Absent: Ms. Gershner, Ms. Spruell

Also Ms. Perez, Superintendent of Schools

Present: Ms. Case, School Business Administrator/Board Secretary  
Mr. Liebmann, Assistant Superintendent for School Administration PreK-12  
Dr. Majka, Director of Personnel  
Mr. Rubin, Board Counsel

## **V. SUPERINTENDENT’S REPORT**

- Dr. Bombardier presented the chorus, band, and highlights of Lloyd Road Elementary School

## **VI. STUDENT REPRESENTATIVE’S REPORT**

This month has been filled with spirit weeks and holiday activities gearing up for winter break.

Throughout the holiday season students at Strathmore have been working on a variety of lessons that helped everyone better understand the various holidays celebrated by people around the world as well as right here at home in their own classes. The sharing of family holiday customs was enjoyed by many. Strathmore would also like to congratulate Ms. Combs for her book "What Do You Do Up In Heaven" getting published. Her book is currently available through Barnes and Noble.

Ravine Drive is full of Holiday Joy and Cheer while wrapping up their December theme week and hosting their Kickoff Assembly for Staff versus the Harlem Wizards game that will be held at the High School gym on January 31st. Tickets are now available on the Ravine Drive PTO website! Ravine’s preschool playground opened this month. Students and their siblings have been enjoying the new equipment before school, during gross motor time, during recess, and after school. Feel free to stop by on a sunny afternoon

and enjoy the playground, too! Ravine would like to wish all of our members of the Matawan-Aberdeen community a relaxing and peaceful end to 2023 and looks forward to reporting events for January after the break!

Lloyd Road held their Winter Chill Event this week, sponsored by the PTO. It was a great night for students including hot cocoa, winter craft activities, candy-inspired games, and station activities in the gym where students enjoyed playing corn hole, ring toss, basketball, and more. It was a great night for all who attended. They'd like to especially thank the PTO. Lloyd Road students and staff are enjoying holiday spirit week this week, with fun activities and themes that include holiday sock and sweater day, comfy and cozy PJ day, and wearing your favorite holiday colors to spread some cheer. Lloyd Road School is also excited to share that, in conjunction with our PTO, that Tie Dye Spirit Wear has been on sale with all proceeds going to support our school's beautification project. We look forward to working together to enhance the climate and culture with inspirational posters, signs, and decorations to enhance the appearance of our school. Lloyd Road is gearing up for our Valentine's Pancake Breakfast and Craft Fair which will take place on Saturday, January 20th from 9 AM - 11:30 AM.

The MAMS student-faculty basketball game was a big success. Players for the student and staff teams had fun and we collected a record number of new toys for Toys for Tots. Thanks to the MAMS community for your support and generosity. MAMS Art students visited our central office to paint Winter murals on the windows there. They also just finished painting the office windows at MAMS with beautiful Winter wildlife scenes for all of our students and staff to enjoy. Thank you to Mr. Stevens and Mrs. Junquet-Pecorino for helping to lead this fun project. MAMS' Winter concerts were a great success! Our Band students and Chorus students did a fantastic job in their recent performances. Mr. Wells and Mrs. Ryder-Ludwig were awesome in leading their students and we can't wait to hear these groups perform again in the Spring!

This brings me to the end of my report. Thank you and have a wonderful break.

## **VII. EXECUTIVE SESSION I**

Be It Resolved, that a closed session be convened for the purpose of discussing Privacy, Personnel and Legal matters. The subject matter of these discussions will be disclosed to the public when the reason for confidentiality subsides. Although the Board cannot guarantee it, the length of the Executive Session is estimated to be 30 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action will not take place.

It was moved by Ms. Martinez seconded by Ms. Feiles that the Board convene in Executive Session I and approved by a unanimous voice vote at 7:14 pm.

It was moved by Ms. Feiles and seconded by Ms. Werneke that the Board return to Open Session at 7:53 pm.

## **VIII. MINUTES**

Motion by Ms. Martinez, seconded by Ms. Pell to approve the following minutes:

- Workshop Meeting Minutes, November 16, 2023
- Committee of the Whole Meeting Minutes, November 16, 2023
- Executive Session Minutes, November 16, 2023
- Regular Action Meeting Minutes, November 16, 2023
- Executive Session Minutes, I and II, November 16, 2023

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Feiles	X				
Ms. Gershner				X	
Mr. Montone	X				
Ms. Pell	X				
Ms. Skop	X				
Ms. Spruell				X	
Ms. Werneke	X				
Ms. Martinez	X				
Ms. Ascoli	X				

On a roll call vote, seven (7) members voted yes, zero (0) members voted no, and two (2) member was absent

**IX. CORRESPONDENCE TO THE BOARD - None**

**X. BOARD PRESIDENT’S REPORT – Ms. Martinez – filling in for Ms. Ascoli**

Congratulations to Educator of the Year and Professional of the Year. Happy Holidays

**XI. CURRICULUM AND INSTRUCTION**

Mr. Liebmann presented the Curriculum and Instruction Agenda on which the Board will take action this evening.

Motion by Ms. Martinez seconded by Ms. Werneke to approve the following resolution(s):

**A. TRAVEL**

Pursuant to travel policy #6471, the following staff is approved for travel related to training and workshops. This travel is deemed educationally necessary and fiscally prudent, and all travel expenditures shall be directly related to and within the scope of the staff member’s current responsibilities and the district’s Professional Development Plan. [\(Curriculum & Instruction Attachment #1\)](#)

**Policy:** #6471 Travel/Reimbursable Expenses

**Rationale:** Required estimates to abide by law and policy

**B. OTHER**

**1. REVISED** The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following field trips for the 2023-2024 school year.

Location	Date(s)	School/Grade	Purpose
South Orange, NJ	February 24, 2024 and February 25, 2024	HS Grades 9-12 Students and Staff	Model UN Conference at Seton Hall
Oak Tree Lodge, Neptune, NJ	June 4, 2024	MS Grade 8 Students and Staff	8th Grade Picnic

**2.** The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the Matawan Regional High School baseball team for an overnight trip to compete in pre-season games in Maryland. The team will be departing on Thursday, March 21, 2024 and will be returning on Saturday, March 23, 2024.

**Rationale:** This trip will enable student-athletes and coaches to compete in three scrimmages that would not be available to them in New Jersey due to competition and weather. The trip will also serve as a team bonding experience.

**Cost:** No Cost to District

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve up to three coaches and up to three high school students to attend the 2024 NJSIAA State Wrestling Tournament at the Convention Hall in Atlantic City, NJ on February 29, March 1, and March 2, 2024.

**Rationale:** Supervision provided by wrestling coaches for athletes qualifying for state level wrestling championships.

**Cost:** \$2,500.00 (NTE) **Account #:** 11-402-100-580-30-1402-1

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Feiles	X				
Ms. Gershner				X	
Mr. Montone	X				
Ms. Pell	X				
Ms. Skop	X				
Ms. Spruell				X	
Ms. Werneke	X				
Ms. Martinez	X				
Ms. Ascoli	X				

On a roll call vote, seven (7) members voted yes, zero (0) members voted no, and two (2) member was absent

**XII. STUDENT SERVICES**

Mr. Liebmann presented the Student Services Agenda on which the Board will take action this evening.

Motion by Ms. Feiles seconded by Ms. Martinez to approve the following resolution(s):

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following student(s) to attend an out of district placement for the 2023-2024 School Year.

Student	School	Cost	Effective Dates
162981	Bonnie Brae	\$52,460.00	12/5/23-6/30/24

**Rationale:** Per Student's IEP

**Cost:** \$52,460.00 **Account # 11-000-100-566-09-0000-0**

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve bedside instruction for the following student(s):

Student	Program	Cost	Effective Dates
158830	Silvergate Prep	\$2,800.00	11/9/23-1/4/24
160374	Brookfield Schools/Inspira Bridgeton - IBCU	\$3,600.00	11/20/23-1/15/24
165708	LearnWell	\$4,747.50	11/17/23-1/15/2024
160042	LearnWell	\$2,110.00	12/4/23-12/29/23

**Cost:** \$13,257.50 **Account # 11-150-100-320-09-0000-0**

**Account # 11-219-100-320-09-0000-0**

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following tuition/extraordinary aide rebill for the 2022-2023 school year.

School	Cost	Effective Dates
Rock Brook School	\$9,093.00	2022-2023 School Year
Harbor School	\$20,352.00	2022-2023 School Year
Alpha School	\$5,738.00	2022-2023 School Year

School	Cost	Effective Dates
Hawkswood School	\$8,286.00	2022-2023 School Year

**Rationale:** Due to Audit

**Cost:** \$43,469.00

**Account #:** 11-000-100-566-09-0000-0

4. **REVISION** - The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following Matawan Aberdeen Middle School, Curriculum Based Instruction Trips for the 2023-2024 school year.

Location	Number of Student/Staff	Trip Date (s)
Houlihans Restaurant Holmdel, NJ	11 students/5 Staff	3/15/24

**Rationale:** Students were originally approved on 8/24/23 to go to Friendly's in Old Bridge, but it has closed down so they needed to find another restaurant to go to.

5. **REVISION** - The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following Matawan Aberdeen Middle School and Lloyd Road School Curriculum Based Instruction trip for the 2023-2024 school year.

Location	Number of Student/Staff	Trip Date (s)
Bowlero Bowling, Hazlet, NJ	44 students/24 Staff	2/23/24

**Rationale:** Students were originally approved on 9/28/23 to go to Strathmore Lanes, but the bowling alley is not open during school hours therefore a new bowling alley was chosen.

6. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following Transportation Agreement for the 23-24 school year.

School	Cost	Effective Dates
Willingboro BOE	\$11,309.40	9/6/23-6/30/24

**Rationale:** An out of district student is currently residing in a mentor's home in Willingboro, NJ and attends a private school in Willingboro.

7. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the agreement with the following providers for the 2023-2024 school year on an as needed basis.

Service Provider	Cost	Effective Date
MOESC	Psychological Testing and Report \$390.00 per evaluation	11/20/23-6/30/24

8. The Superintendent recommends that the Matawan-Aberdeen School District Board of Education approve the following pilot program from Ana's World of Mini's for the Emotional Regulation Impairment and Autism K-1 classes at Ravine Drive.

**Rationale:** Animal-assisted therapy (AAT) has become increasingly recognized for its positive impact on people's physical, emotional, and social well-being. Due to their gentle nature, small size, and intelligence, mini horses have emerged as particularly effective AAT companions. Mini horse therapy offers a multitude of benefits across various populations, including physical and emotional benefits.

**Cost:** Paid by PTO no cost to district

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Feiles	X				
Ms. Gershner				X	
Mr. Montone	X				
Ms. Pell	X				
Ms. Skop	X				
Ms. Spruell				X	
Ms. Werneke	X				
Ms. Martinez	X				
Ms. Ascoli	X				

On a roll call vote, seven (7) members voted yes, zero (0) members voted no, and two (2) member was absent

**XIII. PERSONNEL**

Dr. Majka reviewed the Personnel Agenda to include a Walk-In Item on which the Board will take action this evening.

Motion by Ms. Martinez, seconded by Ms. Feiles to approve the following resolution(s):

Assistant Technology Director will address website concerns with Director; discussed calendar snow days and Culture Awareness Committee

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following:

**A. Leave of Absence - 2023/2024 School Year**

Name	Loc	Position	Type of Leave	With/Without Pay	Effective Dates
Amir, Sadaf	RD	Instructional Assistant	Personal	Without Pay	1/2/24-1/3/24
Burlew, Brianna	RD	Teacher	Maternity  FMLA/NJFLA	With Pay Without Pay Without Pay	1/3/24-1/17/24 1/18/24-3/8/24 3/11/24-6/10/24 Amended Dates - Previously Approved on 11/30/23
Combs, Nicole	ST	Teacher	Medical FMLA	With Pay Without Pay	12/12/23-12/18/23 12/19/23-1/9/24
Kicha, Samantha	MS	Teacher	Maternity FMLA/NJFLA	With Pay Without Pay	2/20/24-4/12/24 4/15/24-9/24/24
Layton, Leah	MS	Teacher	Personal	Without Pay	1/2/24-1/3/24

**B. Appointments - 2023/2024 School Year**

**1. New Hires**

Name	Loc	Position	Step	Salary/Stipend	Replace/Reason	Effective Dates
Didio, Blair	HS	Substance Awareness Coordinator (Counseling Only)	N/A	\$75/Hr Up to 25 Hours per Week	Groninger LOA	1/15/24-6/17/24
Flanagan, Colleen	CO	School Bus/Van Driver - Full Time	Step 2 (Amended)	\$32.68	Lawrence Resignation	12/1/23-6/30/24

**Note:** The law on background checks requires ultimate clearance prior to any employment becoming final, in addition to pre-employment paperwork.

**2. Instructional Assistant as Substitute Teacher - 2023/2024 School Year**

Name	Position	Loc	Salary	Account #	Effective Dates
Wilk, Michelle	Instructional Assistant as Substitute Teacher	MS	Hourly Differential	11-130-100-101-11-0000-7	2023/2024 School Year

**3. Curriculum & Instruction - 2023/2024 School Year**

**Title III ESL Funded Family Nights**

Name	Position	Staff	Activity	Max Hours	Cost/Hr	Total Cost	Loc
Posting # 2454 Alli, Asma - CL Kapadia, Vishakha- RD Spaur, Isabelle- ST Leslie, Kathryn - LR Biagianti, Mary - MS Blodgett, Madeleine - MS Mestey-Jones, Delaney - MS Borchers, Sheri - HS Davila, Jessica - HS	Title III ESL Funded ESL Family Nights K-12	9	Teachers for Title III ESL Funded Family Nights K-12	Up to 9 hours each	\$30	\$2,430.00	CO/CI

**Note:** Amended - Previously approved on 11/16/2023.

**4. Curriculum Developers - 2023/2024 School Year**

Name	Position	Staff	Activity	Max Hours	Cost/Hr	Total Cost	Loc
Posting # 2462 <u>ELA</u> Lenihan Christine - K Barillari, Alyssa - Grade 1 Smith Meredith - Grade 2 Royston, Joann - Grade 3 Nilsen, Olivia - Grade 6 Koranda, Terrance - Grade 7 San Martin, Stephanie Grade 7 Monro, Christine - Grade 8 Mancuso, Kathleen - Grade 9&10 <u>Math</u> Marion, Colleen - K	ELA K-12 Math K-5 Math 6-12 Science K-12	1 per Grade* *2 for Grade 7 1 per Grade 1 per Grade 1 per Grade	Teachers to analyze current curriculum and write updates	Up to 10 hours each	\$30	\$12,000.00	CO/CI

Name	Position	Staff	Activity	Max Hours	Cost/ Hr	Total Cost	Loc
Barillari, Alyssa - Grade 1 Pappas, Alyssa, Grade 2 Budinsky, Katherine - Grade 3 Wilson, Tara - Grade 6 Wangen, Georgette - Grade 8 <u>Science</u> Barillari Alyssa - K Pappas, Alyssa - Grade 1&2 Paone-Hurd, Krysten - Grade 3 Dawson, Vanessa - Grade 4&5 Metsey-Jones, Delaney - Grade 6 Hillyer, Patricia - Grade 7 Towle, Catherine - Grade 8 Mancuso, Kathleen - Grade 9							

**5. Extra-Curricular Activities - 2023/2024 School Year**

Name	Loc	Activity	Position	Step/Stipend	Effective Date
<b>Non-Athletic Activities</b>					
Sa, Cristina	HS	Model UN Club	Co-Advisor	\$700.00 Shared Stipend	2023/2024 School Year
Shalhoub, MaryKate	HS	Model UN Club	Co-Advisor	\$700.00 Shared Stipend	2023/2024 School Year
<b>Hourly Activities</b>					
Itzol, Brenda	HS	Crowd Control/ Ticket Seller	Crowd Control/ Ticket Seller	\$62.50/Game	2023/2024 School Year
Wilk, Michelle	MS	One-to-One As Needed	Instructional Assistant	Employee’s Hourly Rate	2023/2024 School Year

**6. Staff Array Changes - 2023/2024 School Year**

Name	Loc/Fte	Current Assignments	Loc/Fte/O/L	New Assignment	Effective Dates/Reason
Beyer, Alexa	HS: 1.00	Art Teacher	HS: 1.00 .20 O/L	Art Teacher Drawing	12/22/23-1/5/24 Hueston LOA Amended Dates - Previously Approved on 9/28/23
Frisina, Salvatore	HS: 1:00	Social Studies Special Ed	HS: 1.00 .20 O/L	Social Studies Special Ed Drawing	12/22/23-1/5/24 Hueston LOA Amended Dates - Previously Approved on 9/28/23
Kaiser, Heather	HS: 1.00	Social Studies	HS: 1.00 .20 O/L	Social Studies Drawing	12/22/23-1/5/24 Hueston LOA Amended Dates - Previously Approved on



Name	Loc/Fte	Current Assignments	Loc/Fte/O/L	New Assignment	Effective Dates/Reason
					9/28/23
O'Neill, Michelle	HS: 1.00	Social Studies	HS: 1.00 .20 O/L	Social Studies Drawing	12/22/23-1/5/24 Hueston LOA Amended Dates - Previously Approved on 9/28/23
Fitzgerald, Conor	HS: 1.00	Science Special Ed	HS: 1.00 .20 O/L	Science Special Ed Chemistry ICR	11/29/23- 5/09/24 Niesz LOA Amended Dates - Previously Approved on 11/30/23
Hall, Sharen	HS: 1.00	Special Education	HS: 1.00 .20 O/L	Special Education Chemistry ICR	11/29/23- 5/09/24 Niesz LOA Amended Dates - Previously Approved on 11/30/23
Shalhoub, MaryKate	HS: 1.00	Special Education	HS: 1.00 .20 O/L	Special Education Chemistry ICR	11/29/23-5/9/24 Niesz LOA
Walker, Julianna	HS: .20 .40 .20 .20	ASL 1 Teacher ASL 2 Teacher ASL 3 Teacher Academy Bio Teacher	HS: .20 .40 .20 .20 O/L	ASL 1 Teacher ASL 2 Teacher ASL 3 Teacher Academy Bio Teacher Chemistry ICR	11/29/23-5/9/24 Niesz LOA Amended Dates - Previously Approved on 11/30/23
Ryder, Kayla	MS: 1.00	Music Teacher	MS: 1.00 .17 O/L	Music Teacher Music MD/Autism	11/14/23- 1/26/24 This Overload is Rescinded
Barilka, Casey	MS: 1.00	Basic Skills Teacher	MS: 1.00 .33 O/L	7th grade Math Teacher 7th-Grade Math	9/1/23-6/30/24 Lambert Vacancy Amended Dates - Previously Approved on 8/24/23
Pattwell, Jourdan	MS: 1.00	Basic Skills Teacher	MS: 1.00 .33 O/L	Basic Skills Teacher ICR ELA Grade 8	9/1/23-6/30/24 Starr Vacancy Amended Dates - Previously Approved on 8/24/23
McGurty, Denise	MS: 1.00	ELA Teacher	MS: 1.00 .33 O/L	ELA Teacher POR ELA Grade 8	9/1/23-6/30/24 Starr Vacancy Amended Dates - Previously Approved on 8/24/23
Monro, David	MS: 1.00	STEM Teacher	MS: 1.00 .33 O/L	STEM Teacher Math 7 ICR	9/1/23-6/30/24 Toomey LOA Amended Dates - Previously Approved on 9/28/23
Goldstone, Chani	MS: 1.00	Math Teacher	MS:1.00 .33 O/L	Math Teacher Grade 7 Math	9/1/23-6/30/24 Toomey LOA Amended Dates -

Name	Loc/Fte	Current Assignments	Loc/Fte/O/L	New Assignment	Effective Dates/Reason
					Previously Approved on 9/28/23
Lubniewski, Laurie	MS: 1.00	Math Teacher	MS:1.00 .33 O/L	Math Teacher Grade 7 Math	9/1/23-6/30/24 Toomey LOA Amended Dates - Previously Approved on 9/28/23

**7. Home Instruction - 2023/2024 School Year**

Student ID	Subject/Class	Loc	Home Instruction Teacher	Hrs/per Week	# of Weeks	Total Hrs/per subject	Effective Dates
<u>159567</u>	Lab Biology	HS	Dr. Hanes	2	4	8	11/27/23-1/12/24
159567	English III	HS	Jennifer Wishnick	2	4	8	11/27/23-1/12/24
159567	US History I	HS	Jennifer Wishnick	2	4	8	11/27/23-1/12/24
159567	Algebra I	HS	Dr. Hanes	2	4	8	11/27/23-1/12/24
159567	Grade 10 Physical Ed	HS	Dee Dellert	2	4	8	11/27/23-1/12/24

Student ID	Subject/Class	Loc	Home Instruction Teacher	Hrs/per Week	# of Weeks	Total Hrs/per subject	Effective Dates
<u>160840</u>	Lab Chemistry	HS	Dr. Hanes	2	2	4	11/20/23-12/6/23
160840	English II	HS	Robert Carnovsky	2	2	4	11/20/23-12/6/23
160840	US History I	HS	Robert Carnovsky	2	2	4	11/20/23-12/6/23
160840	Geometry	HS	Dr. Hanes	2	2	4	11/20/23-12/6/23

Student ID	Subject/Class	Loc	Home Instruction Teacher	Hrs/per Week	# of Weeks	Total Hrs/per subject	Effective Dates
<u>161296</u>	Lab Biology	HS	Dr. Hanes	2	4	8	11/15/23-1/8/24
161296	English I	HS	Jennifer Moller	2	4	8	11/15/23-1/8/24
161296	World Cultures	HS	Jennifer Moller	2	4	8	11/15/23-1/8/24
161296	Algebra I	HS	Dr. Hanes	2	4	8	11/15/23-1/8/24

Student ID	Subject/Class	Loc	Home Instruction Teacher	Hrs/per Week	# of Weeks	Total Hrs/per subject	Effective Dates
<u>170060</u>	Lab Biology	HS	Dr. Hanes	2	8	16	12/2/23-2/1/24
170060	English I	HS	Dr. Hanes	2	8	16	12/2/23-2/1/24
170060	World Cultures	HS	Dr. Hanes	2	8	16	12/2/23-2/1/24
170060	Algebra I	HS	Dr. Hanes	2	8	16	12/2/23-2/1/24
170060	Italian I	HS	Dr. Hanes	2	8	16	12/2/23-2/1/24

**8. Volunteers - 2023/2024 School Year**

Name	Location	Activity	Effective Date
Brown, Eric	HS/MS	Wrestling	2023/2024 School Year

**9. College Student Teacher/Observers/Teachers/Interns - 2023/2024 School Year**

Name	Cooperating Staff Member	Assignment
Deveney, Amanda	Melissa Torres, Teacher	Ravine Drive Student Teacher St. Francis College Spring 2023
Joyner, Nia	Kristina Saccomondo, School Psychologist	Cambridge Park/Ravine Drive School Psychologist Practicum Rutgers University Spring 2023

**10. High-School Graduation Chaperones - 2023-2024 School Year**

- Bohn, Kimberly; Cohen, Lauren; Davila, Jessica; Harnett, Christopher; Itzol, Brenda; Jackman, Neil; Kish, Sheryl; Lindsay, Jennifer; Mackey, Latieffa; McKurth, Julie; Miles, Lauren; Pickell, Lee; Pickering, Nancy; Quattrocchi, Janice; Ross, Joana; Sa, Cristina; Servidio, Paul; Shalhoub, MaryKate; Walker, Julianna; Walling, Linda; Warren, Dylan; Whitney, Alexis; Wishnick, Jennifer  
Up to 3 hours each at \$25/hr  
Account # 11-421-100-178-11-0000-6

**11. School Nurse for High-School Graduation Functions - 2023/2024 School Year**

- Godowski, Donna - School Nurse  
Junior Prom; Up to 4 hours at \$40/Hr  
Senior Prom; Up to 4 hours at \$40/Hr  
Graduation Ceremony; Up to 3 hours at \$40/Hr  
Account # 11-421-100-178-11-0000-6

**D. Other**

**1. HIB - 2023/2024 School Year**

The Superintendent recommends the approval of the Harassment, Intimidation and Bullying (HIB) Report as reported during the Executive Session of the Matawan-Aberdeen Board of Education Meeting of November 30, 2023:

Incidents Reported	Confirmed Incidents
3	0

**2. Longevity Adjustment - 2018/2019 - 2023/2024 School Years**

- Downey, Teresa - Teacher, MS  
20-Year Longevity Payment of \$950 - 2018/2019 - 2022/2023 School Years (5 Years)  
25-Year Longevity Payment of \$1,650 - 2023/2024 School Year

**3. Salary Adjustment - 2023/2024 School Year**

- Plevier, Nicholas - BA Stipend \$1,485.00

**4. Additional Pay - 2023/2024 School Year**

- Hollinger, Jessica Transitions Coordinator Facilitate 11/28/2023 REACH Parent Night  
Up to 2 hours \$30/hr

**5. Play Unified Grant Coaches - 2023/2024 School Year**

- Barrett, Edward - \$900.00
  - Schueller, Melanie - \$1,700.00
- Per the acceptance of the Special Olympics New Jersey Grant funds Board approved on 10/19/2023 to promote the District goal of fostering access, equity and inclusivity.

**6. Substitute Administrators - 2023/2024 School Year**

- Bennett, Adrian; Colao, Raquel; Dawson, Vanessa; Goetz, Matthew; Graber, Joseph; Groninger, Kaiser, Heather, Rebecca; Kish, Sheryl; O’Neill, Michelle; Paone-Hurd, Krysten, Lehman, David; Mammano, Amy; Pattwell, Jourdan; Rocco, Sandra; Unterburger, Erica; Vasilenko, Nicholas; Wilson, Tara  
\$300 per day or \$46.15 per hour for hourly coverage

**7. Approve District Calendar - 2024/2025 School Year**

- To be available on District Website

**8. Rutgers University Grants - 2023/2024 School Year**

- The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following employees to serve as team members, as part of two grants awarded to the Matawan-Aberdeen Regional School District by Rutgers University, Universal Prevention for Middle School Grant and Enhancing School Mental Health Services Project Grant for Middle School and High School.

Rutgers Team Positive Behavior Supports in School Team	Rutgers Leads Comprehensive School Mental Health Team
Curriculum/Programming up to 5 hours each at \$35.00/Hr	Curriculum/Programming up to 5 hours each at \$35.00/Hr
Colao, Raquel Fontana, Dana Lyttle, Amanda San Martin, Stephanie Scatorchia, Brianna White, Dominique	Grieci, Jessica Leach, Kristina LoStocco, Justine Sa, Cristina

**9. Student Supervision - 2023/2024 School Year**

- O'Brien, Denise

IA to provide student supervision for up to 10 minutes per day/50 minutes per week  
\$33.30/Week (\$6.66/Day) from 09/21/2023 - 06/17/2024

**Note:** Additional staff member to original Board approval on November 30, 2023.

**10. Student Dissertation - 2023/2024 School Year**

- Gambino, Kristi, District Teacher, is completing her Doctorate Dissertation under the supervision of Mr. Van Horn and Dr. Majka for the Spring Semester

**11. Administrative Leave with Pay - 2023/2024 School Year**

- Employee # 6617
- Employee # 5126

Administrative Leave with Pay 12/14/2023 - 12/15/2023

**PERSONNEL WALK-IN ITEM**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following:

**1. Leave of Absence - 2023/2024 School Year**

Name	Loc	Position	Type of Leave	With/Without Pay	Effective Dates
Toomey, Joanne	MS	Teacher	FMLA Intermittent	Without Pay	1/2/24-3/21/24 ½ Day PM Each Day

**2. Appointments - 2023/2024 School Year**

Name	Loc	Position	Step	Salary/Stipend	Replace/Reason	Effective Dates
Jeskie, Marie-Paule	CL	Elementary Teacher - Replacement Position	C1	\$55,125.00 (Prorated)	Hendricks LOA	1/2/24-4/24/24
Kuehner, Paul	CO	Assistant Manager of Information Systems & Technology	N/A	\$95,000.00 (Prorated)	Gaestel Resignation	1/8/24-6/30/24 or sooner
Pecorino, Diana	ST	Elementary Teacher - Replacement Position	C1	\$55,125.00 (Prorated)	Colaneri LOA	1/10/24-6/30/24

**Note:** The law on background checks requires ultimate clearance prior to any employment becoming final, in addition to pre-employment paperwork.

**3. Extra-Curricular Activity - 2023/2024 School Year**

Name	Loc	Activity	Position	Step/Stipend	Effective Date
<b>Athletic Activity</b>					
Rutch, Paul	HS	Softball	Head Coach	Step 1	\$6,920.00

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
Ms. Feiles	X				
Ms. Gershner				X	
Mr. Montone	X				
Ms. Pell	X				
Ms. Skop	X				
Ms. Spruell				X	
Ms. Werneke	X				
Ms. Martinez	X				
Ms. Ascoli				X	

On a roll call vote, seven (7) members voted yes, zero (0) members voted no, two (2) members were absent

**XIV. POLICY**

Motion by Ms. Martinez, seconded by Ms. Pell to approve the following resolution(s):

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the first reading of the following:

<b>Series</b>	<b>Category</b>	<b>Policy/Regulation</b>	<b>Title</b>
5000	Students	P 5950	Transgender
7000	Property	P 7250	School and Facility Names

(M) indicates mandated by state law

- Ms. Ascoli - hasn't been updated since 2010 and we had recommendation from a community member

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
Ms. Feiles	X				
Ms. Gershner				X	
Mr. Montone	X				
Ms. Pell	X				
Ms. Skop	X				
Ms. Spruell				X	
Ms. Werneke	X				
Ms. Martinez	X				
Ms. Ascoli				X	

On a roll call vote, seven (7) members voted yes, zero (0) members voted no, two (2) members were absent

**XV. FINANCE**

Ms. Case reviewed the Finance Agenda on which the Board will take action this evening.

Motion by Ms. Martinez, seconded by Ms. Feiles to approve the following resolution(s):

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following:

**1. Payroll for November 2023 and Bills List for December 2023**

(Available for review in Board Secretary's Office)

Policy #6470 Payment of Claims

November 15, 2023 Payroll	\$2,275,749.37
November 30, 2023 Payroll	\$2,374,758.88
<b>Total November 2023 Payroll</b>	<b>\$4,650,508.25</b>
<b>Total December 2023 Bill List</b>	<b>\$6,061,770.84</b>

**2. Transfer of Funds for November 2023** (Available for review in Board Secretary's Office)

Policy # 6422 Budget Transfers

WHEREAS NJAC 6A:20-2.13 "Over expenditure of Funds" states "a district Board of Education shall not incur any obligation or approve any payment in excess of the amount appropriated by the district Board of Education in the line item pursuant to NJSA 18A:22-8.1".

NOW THEREFORE BE IT RESOLVED that the attached line item transfers be approved

**3. Board Secretary's Monthly Certification for November 2023**

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of November 30, 2023, no budgetary line item account has obligations and payments which in total exceed the amount appropriated by the Matawan-Aberdeen Regional School District Board of Education pursuant to NJSA 18A:22-8 and 18A:22-8.1

**4. Board of Education Certification Budget Major/Fund Status for November 2023**

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of November 30, 2023, after review of the Secretary's monthly financial report (appropriation section), and open consultation with appropriate district officials, that to the best of our knowledge no major account fund has been over expended in violation of NJAC 6A:20-2(B), and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

I, Lindsey Case, School Business Administrator/Board Secretary 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."



School Business Admin/Board Secretary

**5. Treasurer's Report**

PURSUANT TO NJAC 6A:20-2.13(D), approve the Treasurer's Report for October 2023.

**6. Change Order #002 – Alterations and Renovations to Cambridge Park Preschool., FVHD# 5327**

<b>Contract</b>	Alterations and Renovations to Cambridge Park Preschool, FVHD# 5327	
<b>Contractor</b>	Santorini Construction	
<b>Change Order #</b>	002	
<b>Amount</b>	+ \$58,180.87	
<b>Description</b>	COR 10 - Credit to the owner for not removing exterior windows due to discovery of asbestos in the windows, Window removal by environmental contractor.	- \$762.87
	COR 15 - Owner Request - Material cost change to change from specified pad & pour rubber flooring system to the Tarkett Sport Floor with wood look.	+ \$19,393.50
	COR 16 - Owner Request - Material and labor to change all new toilet room floors from porcelain tile to epoxy resinous flooring.	+ \$32,728.94
	COR 18 - Owner Request - Material and labor to install lead filters in new classroom sinks.	+ 6,821.30
	<b>Total Change Order # 002</b>	<b>+ \$58,180.87</b>

**7. Fire and Evacuation Drills**

The following Fire and Evacuation Drills occurred during **November 2023**:

<b>School Name</b>	<b>Security Drill Type</b>	<b>Date &amp; Time</b>
Cambridge Park Pre-school	Fire Drill	11/2/23 @ 9:15 am
Cambridge Park Pre-school	Lockdown	11/8/23 @ 9:35 am
Cliffwood Elementary School	Fire Drill	11/3/23 @ 9:51 am
Cliffwood Elementary School	Shelter in Place (Bomb Threat)	11/21/23 @ 10:32 am
Lloyd Road Elementary School	Shelter in Place	11/21/23 @ 11:42 am
Lloyd Road Elementary School	Fire Drill	11/29/23 @ 9:45 am
Matawan Regional High School	Fire Drill	11/2/23 @ 1:40 pm
Matawan Regional High School	Bomb Threat Tabletop	11/16/23 @ 8:20 am
Matawan-Aberdeen Middle School	Fire Drill	11/8/23 @ 10:00 am
Matawan-Aberdeen Middle School	Bomb Threat	11/21/23 @ 1:30 pm
Ravine Drive Elementary School	Fire Drill	11/8/23 @ 10:38 am
Ravine Drive Elementary School	Lockdown	11/22/23 @ 12:22 pm
Strathmore Elementary School	Fire Drill	11/7/23 @ 2:15 am
Strathmore Elementary School	Shelter in Place (Bomb Threat)	11/13/23 @ 10:38 am

**8. Award of Transportation Out of District Routes for the 2023-2024 School Year**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following Out of District Routes for the 20232024 school year.

<b>Destination</b>	<b>Route</b>	<b>Per Diem</b>	<b># of Days</b>	<b>Effective Dates</b>
Alpha School	Alpha	\$425.00	52	\$22,100.00

**9. Acceptance of Donation from United Way of Monmouth & Ocean Counties**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from United Way of Monmouth & Ocean Counties valued at \$3,200 for coats; hoodies; socks to help the student body, district wide.



**10. Acceptance of Donation from Trinity Church**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from Trinity Church valued at \$1,600.00 for new warm coats for the student body, district wide but limited based on sizes of coats.

**11. Acceptance of Donation from Matawan Aberdeen Educational Foundation**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from The Matawan Aberdeen Educational Foundation valued at \$1,677 for reading materials to be used by Cliffwood Elementary School student body.

**12. Acceptance of Donation from CARES**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from CARES valued at \$10,000 to assist in community needs for the Holiday Season with items such as gift cards and food.

**13. Acceptance of Donation from Anonymous Donor**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from Anonymous Donor valued at \$2,500 for the Drama Thespian Club.

**14. Receipt of Proposals and Award of Contract for Legal Services; Labor Negotiations Attorney, RFP 10-24 for the 2023-2024 School Year**

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (the “Board”) prepared a Request for Proposal for Legal Services; Labor Negotiations Attorney for the 2023-2024 school year (hereinafter the “Work”); and

WHEREAS, the Board subsequently solicited bid proposals for the Work; and

WHEREAS, on December 14, 2023 the following proposal were received and publicly read:

Vendor Name
Weiner Law Group
Busch Law Group

WHEREAS, the respondents’ proposals were reviewed and evaluated by an Evaluation Committee using the following criteria:

Evaluation Criterion	Weighting Factor Percentage
Technical	30%
Managerial	30%
Cost	40%
<b>Weighting Factor Total</b>	<b>100 %</b>

NOW, THEREFORE BE IT RESOLVED that the Board of Education hereby awards the following as stated below. The following met all the requirements of the RFP and provided all of the necessary documents. The term of the contract will be from January 1, 2024 through November 30, 2024.

Vendor	Total Factor Score
Busch Law Group	82.76%

	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>COMMENTS</b>
Ms. Feiles	X				
Ms. Gershner				X	
Mr. Montone	X				
Ms. Pell	X				
Ms. Skop	X				
Ms. Spruell				X	
Ms. Werneke	X				
Ms. Martinez	X				
Ms. Ascoli				X	

On a roll call vote, seven (7) members voted yes, zero (0) members voted no, two (2) members were absent

#### **XVI. PUBLIC COMMENTS RELATING TO AGENDA ITEMS & ADDITIONAL MATTERS**

- None

#### **XVII. UNFINISHED BUSINESS**

- None

#### **XVIII. NEW BUSINESS**

- Ms. Feiles – MAMS concert was beautiful and well done
- Ms. Werneke – HS had some college students to return and speak to the Dance Academy
- Dr. Majka – The door decorating across the buildings was amazing
- Ms. Pell – HS Fall Puffs play was incredible

#### **XIX. EXECUTIVE SESSION II**

Be It Resolved, that a closed session be convened for the purpose of discussing Privacy and Personnel Matters. The subject matter of these discussions will be disclosed to the public when the reason for confidentiality subsides. Although the Board cannot guarantee it, the length of the Executive Session is estimated to be 90 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action will not take place.

It was moved by Ms. Martinez seconded by Ms. Feiles that the Board convene in Executive Session II and approved by a unanimous voice vote at 8:22pm.

It was moved by Ms. Feiles and seconded by Ms. Pell that the Board return to Open Session at 10:06 pm.

#### **XX. ADJOURNMENT**

On a motion by Ms. Feiles, seconded by Ms. Pell and a unanimous roll call vote the Board adjourned the meeting at 10:07 pm.