

**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 July 27, 2023, Lloyd Road Elementary School, 401 Lloyd Rd., Aberdeen, NJ.

**I. CALL TO ORDER**

President, Ms. Ascoli called the Regular Action Meeting to order at 6:35 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. EXECUTIVE SESSION**

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 take place.

It was moved by Ms. Werneke seconded by Ms. Martinez that the Board convene in Executive Session and approved by a unanimous voice vote at 6:37 pm.

It was moved by Ms. Werneke and seconded by Ms. Pell that the Board return to Open Session at 8:14 pm.

**V. SUPERINTENDENT’S REPORT**

- Oath of Office – Ms. Case for Ms. Skop

**VI. ROLL CALL**

Present:	Ms. Ascoli - President	Ms. Martinez - Vice President
	Ms. Gershner	Mr. Montone
	Ms. Pell	Ms. Skop
	Ms. Spruell	Ms. Werneke

Absent: Ms. Feiles

Also Present: Dr. Joseph G. Majka, Superintendent of Schools  
 Ms. Lindsey Case, School Business Administrator/Board Secretary  
 Ms. Nelyda Perez, Assistant Superintendent for Special Services and Programs  
 Mr. Rubin, Board Counsel

**VII. MINUTES**

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

- Committee of the Whole Meeting Minutes, June 12, 2023
- Executive Session Meeting Minutes, Jun 12, 2023
- Regular Action Meeting Minutes, June 26, 2023
- Executive Session Meeting Minutes, June 26, 2023

	<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 nay, one (1) member abstained and one (1) member was absent

**VIII. CORRESPONDENCE TO THE BOARD**

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

Email received July 14, 2023, dfin.954k@gmail.com, regarding, “LGBTQ Policy 5756”

**IX. BOARD PRESIDENT’S REPORT**

- Ms. Ascoli – Congratulations to Ms. Skop. Extended school year is going well. Construction for Cambridge Park’s 10 new preschool classrooms is well on its way. Playgrounds for Ravine Drive & Strathmore to be installed in late August. 50<sup>th</sup> year for summer theater with a Shrek Jr. performance. Fall season athletics till August 4, 2023. July 31, 2023 for physicals. Thank you to Senator Gopal.

**X. CURRICULUM AND INSTRUCTION**

Ms. Perez reviewed the Curriculum and Instruction Agenda on which the Board will take action this evening.

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

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

**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. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the district's acceptance and participation in the Enhancing Mental Health Services Project and NJ Positive Behavior Support in Schools (PBSIS) at Matawan Aberdeen Middle School during the 2023-2024 school year.

**Rationale:** The goal of the Enhancing Mental Health Services Project is to facilitate the development of school mental health systems that meet the social and emotional needs of children and youth. PBSIS will provide coaching and training support for our staff at MAMS.

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve training district Child Study Team (CST) Members in July through the NJ Department of Education on Basic K-12 Behavior Threat Assessment and Management. This is a full day training that will be held virtually in the district. In accordance with NJ Department of Education Regulation, any staff member on the behavior threat assessment team is required to participate and attend this meeting.

**Rationale:** This behavior threat assessment training is intended to provide base-level information about targeted acts/violence and prevention and/or intervention measures to support staff and students within the Matawan-Aberdeen Regional School District

**Cost:** \$4,485.00 (NTE)

**Account #:** 11-000-221-320-04-0000-0

	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, eight (8) members voted yes, zero (0) members voted nay, one (1) member was absent

**XI. STUDENT SERVICES**

Ms. Perez reviewed the Student Services Agenda on which the Board will take action this evening.

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

1. 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
Megan Mellock	\$45.00 per hour for Educational Teaching of Home Instruction Student.	7/1/23-6/30/24

**Rationale:** Per student's current IEP.

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following students to attend an out of district placement for the 2023-2024 School Year.

Student	School	Cost	Effective Dates
161270	Regional Achievement Academy - MOESC	\$61,000.00	9/1/23-6/30/24
162981	Mary A. Dobbins School	\$80,321.37	7/5/23-6/30/24
162403	CPC High Point School	\$107,830.00	7/5/23-6/30/24
159163	The Newgrange School	\$67,876.52	7/1/23-6/30/24
157785	The Newgrange School	\$50,368.18	7/1/23-6/30/24
161880	The Newgrange School	\$50,368.18	7/1/23-6/30/24
158659	Children's Center of Monmouth County	\$95,788.80 (Tuition \$64,288.80, 1:1 Aide \$31,500.00)	9/5/23-6/30/24
157082	Archway Programs, Atco	\$93,860.58 (Tuition \$55,520.58, 1:1 Aide \$38,340.00)	7/5/23-6/30/24
159683	Honor Ridge Academy	\$91,728.00	9/6/23-6/30/24
158098	Future Foundations Academy	\$120,930.50 (Tuition \$68,620.00, 1:1 Aide \$49,623, OT \$2,687.50)	6/26/23-6/30/24

**Cost:** \$820,072.13

**Rationale:** Per student's current IEP.

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

On a roll call vote, eight (8) members voted yes, zero (0) members voted nay, one (1) member was absent

**XII. PERSONNEL**

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

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

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

**A. Resignations/Retirements - 2023/2024 School Year**

Name	Loc	Position	Reason	Hire Date	Effective Date
Ashed, Jillian	LR	Special Ed Teacher	Resignation	11/26/2007	9/22/2023
Degenhardt, Nicole	HS	Special Ed Teacher/ Girls Basketball HC	Rescission	6/12/2023	7/24/2023
Gwidz, Nicole	LR	Special Ed Teacher	Resignation	9/1/2013	9/22/2023
Starr, Diana	MS	Special Ed Teacher	Resignation	9/1/2012	9/22/2023

**B. Leave of Absence - 2023/2024**

Name	Loc	Position	Type of Leave	With/Without Pay	Effective Dates
Hueston, Emily	HS	Teacher	Personal	Without Pay	9/1/2023-6/30/2024
O'Brien, Jessica	LR	Teacher	Personal	Without Pay	1/26/2024- 3/27/2024

**C. Appointments - 2023/2024 School Year****1. New Hires**

Name	Loc	Position	Step	Salary/Stipend	Replace/ Reason	Effective Dates
Itzol, Brenda	HS	World Language Teacher	F14	\$96,725.00	Fajardo Retirement	9/1/23-6/30/24
Shargorodsky, Elina	LR	Secretary 10.5 Month	P1-2	\$25,555.00 + \$1,485.00 BA Stipend = \$27,040.00	Bello Resignation	8/25/23-6/30/24

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

**2. Summer 2023 Staff Recommendations - 2023/2024 School Year**

## Summer 2023 ESY Staff Recommendations

Name	Position	# Staff	Activity Description	Max Hours	Cost/Hr	Loc
2159 Cristina Sa	ESY Special Education Substitute Teacher	N/A	ESY (PK-12 self- contained)	As needed	\$50	N/A

Name	Position	# Staff	Activity Description	Max Hours	Cost/Hr	Loc
2160 Adeiyee, Nancy	ESY IA	55	ESY Self-Contained PreK to 12	Up to 108 hours	Hourly per diem rate	TBD
2160 Conceicao, Brandon	ESY IA	55	ESY Self-Contained PreK to 12	Up to 108 hours	\$14.13	TBD
2165 Gerard Haney Angelina Powers	IEP Meetings: CST Members		Attend IEP Meetings	As needed	\$40	TBD
2161 Michelle Wilk	ESY Instructional Assistant Substitutes	N/A	ESY (PK-12 self- contained)	As needed	Hourly per diem rate	N/A
2169 Alison Martignoni	CST Members: LDTC		Student Contact Time; Case Management	As Needed	\$50	TBD
Jennifer Wishnick	Teacher	1	Academic Support Teacher per IEP	Up to 10 hours	\$40	TBD

## Summer 2023 General Education Staff Recommendations

Name	Position	# Staff	Activity	Max Hours	Cost/Hr	Loc
2183 Kimberly Santora	Elementary Teacher Substitutes	N/A	Elementary Summer Program Teachers	As needed	\$40	TBD
Joseph Graber	Dean of Students	1	Administer Make-Up Finals, Work with Credit Recovery Students, etc.	Up to 30 hours	\$40	HS

## Summer 2023 Curriculum Writing Staff Recommendations

Name	Position	# Staff	Activity	Max Hours	Cost/Hr	Total Cost	Loc
1 Cori Patterson/Gr 4 Amy Mammano/Gr 5	K-5 Math	12 *hours to be divided among staff at admin discretion	Curriculum Writing/ Revisions	Up to 30 per grade	\$35	\$6,300	CO
2 Amanda Vitone/Gr 4 Emily Mills/Gr4 5	K-5 ELA	12 *hours to be divided among staff at admin discretion	Curriculum Writing/ Revisions	Up to 30 per grade	\$35	\$6,300	CO
10 Joana Ross	Geometry Mixed Grades	2	Curriculum Writing/ Revisions	Up to 30 hours shared	\$35	\$1,050	CO
11 Joana Ross	Geometry Honors	2	Curriculum Writing/ Revisions	Up to 30 hours shared	\$35	\$1,050	CO

Name	Position	# Staff	Activity	Max Hours	Cost/Hr	Total Cost	Loc
17 Marloudiza McMillan	Environmental Science	1	Curriculum Writing/ Revisions	Up to 15 hours	\$35	\$525	CO
18 Marloudiza McMillan	AP Environmental Science	1	Curriculum Writing/ Revisions	Up to 15 hours	\$35	\$525	CO

Summer 2023 PreK-K Curriculum Assessments

Name	Position	# Staff	Activity Description	Max Hours	Cost/Hr	Loc
2408 Christine Lenihan Colleen Marion Renee Whelan	Teachers	3	Teachers for summer curriculum assessments	Up to 5 hours each	\$35	TBD

3. Extra-Curricular Activities - 2023/2024 School Years

Name	Loc	Activity	Position	Step/Stipend	Effective Date
<b>Athletic Activities</b>					
DiPalma, Nadine	HS	Crowd Control/ Ticket Seller	Crowd Control/ Ticket Seller	\$62.50/Game	2023/2024 School Year
Carnovsky, Robert	HS	Crowd Control/ Ticket Seller	Crowd Control/ Ticket Seller	\$62.50/Game	2023/2024 School Year
<b>Non-Athletic Activities</b>					
Whitney, Alexis	HS	Intramural Volleyball	Advisor	\$1,045.00 (Club)	2023/2024 School Year
Clark, Curtis	HS	Band	Assistant Director	\$3,040.00	2023/2024 School Year
Beers, Noel	HS	Marching Band	Director	\$1,900.00	2023/2024 School Year

4. District Translators - 2023/2024 School Year

Name	Location	Language
Almanzar, Ruby	CP	Spanish

\$30/Hr as needed for CST, IEP Meetings, Back-to-School Nights, Parent Conferences, etc.  
Account # 11-421-100-178-11-0000-1

5. Staff Array Changes - 2023/2024 School Year

Name	Loc/Fte	Current Assignments	Loc/Fte/O/L	New Assignment	Effective Dates/Reason
Whelen, Renee	CP/CL/ST :1.00	Master Teacher	RD/CL/ST: 1.00	Master Teacher	9/1/23-6/30/24

**6. Home Instruction - 2022/2023 School Year**

Student ID	Subject/ Class	Loc	Home Instruction Teacher	Hrs/per Week	# of Weeks	Total Hrs/per subject	Effective Dates
160374	Algebra I	HS	Lauren McGuirk	2	8	16	4/28/23-6/23/23

**7. Perfect Attendance (MAREA)- 2022/2023 School Year**

Name	Location	Position	Cost
Chevalier, Davina	Transportation	Transportation Assistant	\$550.00
Damico, Victor	Transportation	School Bus/Van Driver	\$550.00
Dukes, Jennifer	Transportation	School Bus/Van Driver	\$550.00
Giacchi, Gabrielle	Lloyd Road	School Counselor	\$550.00
Graber, Joseph	High School	Dean of Students	\$550.00
Minnecci, Frances	Cliffwood	Media Specialist	\$550.00
Vergaretti, Kathleen	Cliffwood	Basic Skills Teacher	\$550.00
Viola, Danielle	Ravine Drive	Technology/Literacy Teacher	\$550.00
Wells, Michael W. II	High School	Hallway Safety & Security Monitor	\$550.00

**8. Summer Workshops (Professional Development) - 2023/2024 School Year**

## Tools of the Mind Training

Name	Position	Activity	Cost/Hr	Loc
Albanese, Azuree	Specials Teacher	Tools of the Mind	\$30 - Up to 6 hours each day	CP
Arey, Candice	Specials Teacher	Tools of the Mind	\$30 - Up to 6 hours each day	CP
Feingold, Dorothy	Instructional Assistant	Tools of the Mind	Employee's Hourly Rate - Up to 6 hours each day	CP
Fins, Tracy	Homeroom Teacher	Tools of the Mind	\$30 - Up to 6 hours each day	CP
Homowitz, Crystal	Instructional Assistant	Tools of the Mind	Employee's Hourly Rate - Up to 6 hours each day	CP
Myers-Miller, Breigh	Specials Teacher	Tools of the Mind	\$30 - Up to 6 hours each day	CP
Pappas, James	Specials Teacher	Tools of the Mind	\$30 - Up to 6 hours each day	CP



Name	Position	Activity	Cost/Hr	Loc
Scrofani, Melissa	Homeroom Teacher	Tools of the Mind	\$30 - Up to 6 hours each day	CP
Viola, Danielle	Specials Teacher	Tools of the Mind	\$30 - Up to 6 hours each day	CP

Tools of the Mind Professional Development: August 21 and 22, 2023, 8:30 AM - 3:30 PM (excluding 1-hour lunch)

Teachers' Account # 20-218-100-101-11-0000-1; IAs' Account # 20-218-100-106-11-0000-1

#### Orton Gillingham Training

Name	Position	Activity	Cost/Hr	Loc
Budner, Bethany	Teacher	Orton Gillingham	\$30 Up to 30 hours	TBD
Krešević, Megan	Teacher	Orton Gillingham	\$30 Up to 30 hours	TBD
Padgett, Ashley	Teacher	Orton Gillingham	\$30 Up to 30 hours	TBD

Account # TBD

#### Visualizing and Verbalizing Training

Name	Position	Activity	Cost/Hr	Loc
Billich, Rachel	Teacher	Visualizing & Verbalizing	\$30 Up to 13 hours	TBD
Hudak, Jennifer	Teacher	Visualizing & Verbalizing	\$30 Up to 13 hours	TBD
Perchuk, Tara	Teacher	Visualizing & Verbalizing	\$30 Up to 13 hours	TBD

Account # TBD

#### On Cloud 9 Training

Name	Position	Activity	Cost/Hr	Loc
Bauer, Lisa	Teacher	On Cloud 9	\$30 Up to 13 hours	TBD
Billich, Rachel	Teacher	On Cloud 9	\$30 Up to 13 hours	TBD
Hausmann, Kathryn	Teacher	On Cloud 9	\$30 Up to 13 hours	TBD
Padgett, Ashley	Teacher	On Cloud 9	\$30 Up to 13 hours	TBD

Account # TBD

#### PEAK Assessment Training

Name	Position	Activity	Cost/Hr	Loc
Leonard, Keelyn	Teacher	PEAK Assessment	\$30 Up to 12 hours	TBD
McNamara, Taylor	Teacher	PEAK Assessment	\$30 Up to 12 hours	TBD
Trezza, Andrea	Behaviorist	PEAK Assessment	\$30 Up to 12 hours	TBD

Account # TBD

Sheltered English Instruction Training

Name	Position	Activity	Cost/Hr	Loc
Biagianti, Mary	Teacher	Sheltered English Instruction	\$30 Up to 15 hours	TBD
Colonna, Julianna	Teacher	Sheltered English Instruction	\$30 Up to 15 hours	TBD
Deyo, Jennifer	Teacher	Sheltered English Instruction	\$30 Up to 15 hours	TBD
Massa, Lauren	Teacher	Sheltered English Instruction	\$30 Up to 15 hours	TBD
McNerney, Karen	Teacher	Sheltered English Instruction	\$30 Up to 15 hours	TBD
Posyton, Emily	Teacher	Sheltered English Instruction	\$30 Up to 15 hours	TBD
SanMartin, Stephanie	Teacher	Sheltered English Instruction	\$30 Up to 15 hours	TBD

Account # TBD

Wilson Reading Introductory Course

Name	Position	Activity	Cost/Hr	Loc
Hausmann, Kathryn	Teacher	Wilson Reading Intro	\$30 - Up to 17 hours	TBD

Account # TBD

Handle with Care Training

Name	Position	Activity	Cost/Hr	Loc
Bacharde, Tiffany	Teacher	Handle With Care	\$30 - Up to 10 hours	TBD
Budinsky, Katherin	Teacher	Handle With Care	\$30 - Up to 10 hours	TBD
Caputo, Gina	Teacher	Handle With Care	Employee's Hourly Rate/Up to 10 hours	TBD
Clifford, Stacey	Teacher	Handle With Care	Employee's Hourly Rate/Up to 10 hours	TBD
Leonard, Keelyn	Teacher	Handle With Care	\$30 - Up to 10 hours	TBD
Massa, Lauren	Teacher	Handle With Care	\$30 - Up to 10 hours	TBD
McGurty, Denise	Teacher	Handle With Care	\$30 - Up to 10 hours	TBD
Paone-Hurd, Krysten	Teacher	Handle With Care	\$30 - Up to 10 hours	TBD
Stack, Taryn	Teacher	Handle With Care	Employee's Hourly Rate/Up to 10 hours	TBD

Account # TBD

**9. Staff Presenting Summer Workshops - 2023/2024 School Year**

- Kimberly Cardinoza, Handle with Care
- Andrea Trezza, Handle with Care  
30/Hr, up to 15 hours each
  
- Vishaka Kapadia, Sheltered English Instruction
- Kathryn Leslie, Sheltered English Instruction  
30/Hr, up to 17 hours each (includes 2 hours of planning)

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

Name	Location	Activity	Effective Date
Peterson, Lily	Lloyd Road School	Summer Volunteer Hours	Summer 2023

**D. Other**

**1. HIB - 2022/2023 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 July 13, 2023:

Incidents Reported	Confirmed Incidents
1	0

**2. High-School Chaperones - 2022/2023 School Year**

- Matthew Goetz and Michael W. Wells  
Up to 3 hours each at \$25/Hr

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

- Lauren Kelly, Supervisor of PreK-3 & Special Programs, will be paid a monthly stipend of \$3,000 to cover extra responsibilities associated with the position of Director of Student Services. Ms. Kelly will earn the monthly stipend for the position of Director of Student Services beginning 07/01/2023 through 12/31/2023 or until the position is filled.
- Dora Palandrano, Supervisor of Student Services & Programs, will be paid a monthly stipend of \$3,000 to cover extra responsibilities associated with the position of Director of Student Services. Ms. Palandrano will earn the monthly stipend for the position of Director of Student Services beginning 07/01/2023 through 12/31/2023 or until the position is filled.
- Lauren Roman, Step F7.5 - \$71,100.00 (half-step adjustment)
- Helen Matthews, Step S7 - \$33,845.00 plus Principal Secretary Stipend - \$1,400.00, and BA Stipend - \$1,485.00: Total - \$36,730.00
- Jeffrey Griffith, Jr., Addition of AA Stipend/\$805.00 Annually

**4. ESEA Salaries for Approval - 2023/2024 School Year**

Name	Location	Total Salary
Alycia Thiel	Cliffwood Elementary School	\$62,825.00
Raquel Colao	Matawan-Aberdeen Middle School	\$94,375.00
Casey Barilka	Matawan-Aberdeen Middle School	\$44,488.00 (Represents 50%)

**PERSONNEL WALK-IN ITEMS**

**1. Appointments – 2023-2024 School Year**

Name	Loc	Position	Step	Salary/Stipend	Replace/Reason	Effective Dates
Steffich, Jennifer	CO	Director of Special Services	A5	\$158,160.34	Tirone Resignation	9/26/23-6/30/24 or sooner

**2. Administrative Leave – 2023-2024 School Year**

Employee # 6135 – Administrative Leave 7/10/23-7/26/23  
Amended dates; Previously approved on 7/13/23

**3. Administrative Leave – 2023-2024 School year**

Employee # 6135 – Leave of Absence Effective 7/27/23 (per agreement)  
The Superintendent recommends the Board approve the Leave of Absence and Signed Agreement stating such leave.

**4. Staff Array Changes 2023-2024 School Year**

Name	Loc/Fte	Current Assignments	Loc/Fte/Loc	New Assignment	Effective Dates/Reason
Van Horn, Mark	CL: 1:00	Principal	MS: 1.00	Acting Principal	7/24/23-12-31-23
Wells, Michael C.	MS: .00	Principal	HS: 1.00	Acting Principal	7/24/23-12/31/23

**5. Leave of Absence – 2023-2024**

Name	Loc	Position	Type of Leave	With/Without Pay	Effectives
Buchanan, Laura	RD	Teacher	Maternity	With Pay	9/1/23-10/9/23
			FMLA/NJFLA	Without Pay	10/10/23-1/9/21
			Personal	Without Pay	1/10/24-5/31/24

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

On a roll call vote, eight (8) members voted yes, zero (0) members voted nay, and one (1) member was absent

**XIII. POLICY**

Ms. Perez reviewed the Policy Agenda on which the Board will take action this evening.

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

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

Series	Category	Policy/ Regulation	Title
2000	Program	P2363	Pupil Use of Privately-Owned Technology
2000	Program	P2360	Use of Technology
2000	Program	P2361	Acceptable Use of Computer Networks/ Computers and Resources (M)
2000	Program	P5516	Use of Electronic Communication and Recording Devices (M)
2000	Program	P7522	School District Provided Technology Devices to Staff Members

Series	Category	Policy/ Regulation	Title
2000	Program	P7523	School District Provided Technology Devices to Pupils

(M) indicates mandated by state law.

**XIV. FINANCE**

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

Motion by Ms. Martinez, seconded by Ms. Gershner 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 June 2023 and Bills List for July 26, 2023** (Available for review in Board Secretary’s Office)

Policy #6470 Payment of Claims

<b>June 15, 2023 Payroll</b>	\$2,643,453.98
<b>June 23, 2023 Payroll</b>	\$2,232,233.55
<b>June 30, 2023 Payroll</b>	\$62,246.63
<b>Total June Payroll</b>	<b>\$4,937,934.16</b>
<b>June 2023 Supplemental Bills List</b>	\$3,728,619.07
<b>July 2023 Bills List</b>	\$2,511,467.83
<b>Total Bills List</b>	<b>\$6,240,086.90</b>

**2. Transfer of Funds for June 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 June 2023**

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of June 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 June 2023**

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of June 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 June 2023.

**6. Transfer of Unexpended Fund 12 Appropriations to Fund 30 Capital Projects**

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education wishes to deposit anticipated unexpended appropriations into the Capital Projects account at year end (6/30/2023), and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education has determined that up to \$600,000 is available for such purposes to transfer into the Capital Project account,

NOW THEREFORE BE IT RESOLVED by the Matawan-Aberdeen Regional School District Board of Education that it hereby authorizes the district's Business Administrator to establish this account if necessary and make this transfer consistent with all applicable laws and regulations.

**7. Sidebar Agreement between Matawan-Aberdeen Regional School District and the Matawan-Aberdeen Regional Education Association to be extended for the 2023-2024 School Year**

WHEREAS, the Matawan-Aberdeen Regional Board of Education and the Matawan-Aberdeen Regional Education Association wish to memorialize their sidebar agreement in relation to allowing the 2022-2023 Middle School Pilot Program to be extended for the 2023-2024 school year to incorporate an advisory period following the schedule attached.

**8. Approval of District's Strategic Plan for 2023-2024**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the District's Strategic Plan for 2023-2024.

**9. REVISED - Renewal of Food Services Management Company for the 2023-2024 School Year**  
(previously approved on May 22, 2023)

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education renew the contract with Chartwells as the District’s Food Service Management Company (FSMC) at a total cost of \$1,798,173.06 for the 2023-2024 school year in accordance with the following terms and conditions:

This addendum begins on July 1, 2023 and ends on June 30, 2024.

A. Management Fee(s) / Guarantees

1) Fees

Management Fee Chartwells shall charge the School Food Authority a Management Fee of \$13,881.69 per month for 10 months for an annual total of \$138,816.90 during the academic year.

2) Guarantee

Guaranteed Return Chartwells guarantees that the return to the SFA from the Food Service Program for the school year will be \$49,934.95.

**10. Change Order #1 – 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, Inc.	
<b>Change Order #</b>	1	
<b>Amount</b>	+ \$12,920.75	
<b>Description</b>	Additional material and labor resulting from changes requested by Aberdeen Township Construction Official to convert the office toilet room to a barrier free ADA compliant toile room accessed from the corridor, in lieu of from the office.	+\$12,920.75
	Total Increase - Change Order # 1	+\$12,920.75

**11. Garden State Coalition of Schools for the 2023-2024 School Year**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the district to join the Garden State Coalition of Schools (GSCS) for the 2023-2024 school year. The purpose of the GSCS is to promote sound educational practices, reasonable state regulations and state laws which further high quality education for all children. GSCS’ primary focus is on the interrelated issues of academic achievement education practices and school funding.

WHEREAS, the Board of Education wishes to join the Garden State Coalition of Schools (GSCS), a member-directed grassroots advocacy organization successfully representing Boards of Education, parents, school administrators and community members in advocating for quality education for all New Jersey students for 26 years, and

WHEREAS, the Board of Education desires to be part of GSCS' efforts to focus on the inter-related issues of academic achievement, educational practices and school finance, while continuing to strengthen New Jersey school programs that have led to high student achievement, and

WHEREAS, by joining GSCS, the Board of Education will be joining 100 other New Jersey school districts, and

WHEREAS, membership in GSCS is initiated by a one-time resolution form each Board of Education wishing to join the Coalition,

NOW THEREFORE BE IT RESOLVED that the Board of Education does agree to join the Garden State Coalition of Schools, and

BE IT FURTHER RESOLVED that the Board secretary be authorized to initiate membership arrangements and pay the yearly dues, which may be pro-rated for the remainder of the year where applicable, based on the resolution date.

**12. Use of Lloyd Road Elementary School as an Emergency Shelter**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Home Away from Home Academy to use Lloyd Road Elementary School as their emergency shelter for the 2023-2024 school year, per State School Safety requirements.

**13. Acceptance of State Aid for the KEYS Program**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept the award of state aid for the KEYS Program in the amount of \$250,000 for the 2023-2024 school year.

**14. Routine Travel Reimbursement for 2023-2024**

Policy: # 6471 School District Travel

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education pursuant to Travel policy # 6471, approve the following staff for travel related to routine business for the 2023-2024 school year

<b>Name</b>	<b>Position</b>	<b>Total</b>
Kelly Bera	Principal, CP	\$500
John Bombardier	Principal, LR	\$500
Lorena Carbajal	Assistant Principal, HS	\$250
Christine Cherence	Assistant Principal, MAMS	\$250
Sean Cronin	Principal, RD	\$250
Aaron Eyler	Principal, HS	\$500
Joe Jerabek	Principal, ST	\$500
Jennise Nieves	Assistant Principal of Student Wellness & Prevention Programs	\$500
Cristina Olsen	Assistant Principal, LR	\$250
Amy Raiola	Assistant Principal, HS	\$250
Phil Tyburczy	Assistant Principal in Charge of Athletics	\$500
Mark Van Horn	Principal, CL	\$500
Mike Wells	Principal, MAMS	\$500
Rachael Alvarez	Preschool Intervention Referral Specialist	\$250
Sarah Bakley	LDTC	\$250
Daphne Binns	Social Worker	\$250
Jennifer Bauer	Occupational Therapist	\$250
Helen Calvosa	Speech Therapist	\$250
Kate Cameron	Confidential Secretary for Student Services	\$100
Kim Cardinoza	Behaviorist	\$250
Rick Carlson	Director of Facilities	\$500
Joseph Coppola	Teacher, MAMS/KEYS	\$250
Christine D'Angelo	Speech Therapist	\$250
Sarah DeNenardo	Social Worker	\$250
Dave Diaz	Computer Technician	\$1300
Kevin Dugal	Information Systems Operations Manager	\$500
Christine Frye	Social Worker	\$250
Dan Gaestel	Assistant Manager of Information Systems & Technology	\$500
Amy Gallagher	Speech Therapist	\$250
Rebecca Groninger	District SAC	\$250
Louis Gonzalez	Computer Technician	\$1300
Linda Gumina	Speech Therapist	\$250
Gerard Haney	Psychologist	\$250
Jessica Hollinger	Transition Coordinator/LDTC	\$250
Tara Jaeger	Psychologist	\$250
Lauren Kelly	Supervisor of PreK-3 & Special Programs	\$500
Alyssa LaPlaga	Speech Therapist	\$250



Name	Position	Total
Margaret Lathrop	World Language Teacher, RD, ST	\$250
Maggie Lazur	Director of Curriculum & Instruction PreK-12	\$500
Alison Martignoni	LDTC	\$250
Lauren Miles	LDTC	\$250
Jennifer Nangano	Psychologist	\$250
Dora Palandrano	Supervisor of Student Services and Program	\$500
Colleen Pirog	Speech Therapist	\$250
Angelina Powers	School Psychologist	\$250
Bernadette Racioppi	Physical Therapist	\$500
Elford Rawls-Dill	Director of SEL/DEL	\$500
Susan Ripple	Instructional Coach	\$250
Jamie Roche	Speech Therapist	\$250
Lauren Roman	Occupational Therapist	\$250
Kristina Saccomondo	Psychologist	\$250
David Saraiva	Gym/Health Teacher, CL, RD	\$250
Kate Sidley	Speech Therapist	\$250
Rod Stevens	Art Teacher, MAMS/KEYS	\$250
Scott Taylor	Special Ed Teacher, MAMS/KEYS	\$250
Hannah Tracy	Social Worker	\$250
Annie Trezza	Behaviorist	\$250
Chris Villa	Supervisor of Operations & Maintenance/District Energy Specialist	\$500
Renee Whelan	Instructional Coach	\$250
Dominique White	Social Worker	\$250
Jamie Zibbell	Social Worker	\$250
Jessie Zitarosa	Director of Curriculum & Instruction PreK-12	\$500
Emily Zupkus	Psychologist	\$250

### 15. Award of Parental Contract for Student Transportation

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve a Parental Contract for Student Transportation (Route 831) for the transportation of student ID 161852 in accordance with N.J.S.A. 6A:27-9.9 (e) and N.J.S.A.6A:27-1.5 (a) and (b) 1 for the school year 2023-2024 at a total cost of \$825.20.

### 16. Fire and Evacuation Drills

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

School Name	Security Drill Type	Date & Time
Cambridge Park Pre-school	Fire Drill	6/2/23 @ 9:30 am
Cambridge Park Pre-school	Evacuation Drill	6/12/23 @ 9:30 am
Cliffwood Elementary School	Fire Drill	6/6/23 @ 2:15 pm
Cliffwood Elementary School	No Fire Evacuation	6/12/23 @ 9:32 am
Lloyd Road Elementary School	Fire Drill	6/5/23 @ 9:06 am
Lloyd Road Elementary School	Lockdown Drill	6/6/23 @ 10:40 am
Matawan Regional High School	Fire Drill	6/6/23 @ 12:35 pm
Matawan Regional High School	Lockdown Drill	6/13/23 @ 9:15 am
Matawan-Aberdeen Middle School	Fire Drill	6/5/23 @ 9:55 am
Matawan-Aberdeen Middle School	Bomb Threat Drill – Lockdown	6/15/23 @ 9:30 am
Ravine Drive Elementary School	Fire Drill	6/9/23 @ 2:19 pm
Ravine Drive Elementary School	Evacuation	6/13/23 @ 10:28 am
Ravine Drive Elementary School	Shelter in Place (Medical Emergency)	6/15/23 @ 3:14 pm
Strathmore Elementary School	Fire Drill	6/2/23 @ 2:15 pm
Strathmore Elementary School	Evacuation	6/14/23 @ 9:50 am

	<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, eight (8) members voted yes, zero (0) members voted nay and one (1) member was absent

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

- None

### **XIV. UNFINISHED BUSINESS**

- Ms. Spruell – Special Board Retreat today to come up with District and Board goals

### **XV. NEW BUSINESS**

- Dr. Majka – Congratulations to the new director

### **XVI. ADJOURNMENT**

On a motion by Ms. Martinez, seconded by Ms. Spruell and a unanimous roll call vote the Board adjourned the meeting at 8:28 pm.

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	Transportation	LODGING	MEALS/ MEG	TOTAL	SUB YES/NO
Majka, Joseph REVISION	CO	August 14-17, 2023	Flemington, NJ	School Safety Specialist Academy	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
Case, Lindsey *	CO	August 8, 2023	Virtual	Travel Pay & FLSA Compliance 2023	\$199.00	\$0.00	\$0.00	\$0.00	\$199.00	No
Lazur, Margaret **	CO	October 23-26, 2023	Atlantic City, NJ	NJSBA Annual Workshop	\$140.00	\$178.99	\$0.00	\$177.00	\$495.99	No
Majka, Joseph	CO	July 2023	Virtual	Standards for School Search	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
Bera, Kelly	CP	August 7, 2023	Freehold, NJ	Gang Awareness Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
Olsen, Cristina	LR	August 7, 2023	Freehold, NJ	Gang Awareness Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
Kelly, Lauren	CO	August 7, 2023	Freehold, NJ	Gang Awareness Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
Raiola, Amy	HS	August 7, 2023	Freehold, NJ	Gang Awareness Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
Graber, Jay	HS	August 7, 2023	Freehold, NJ	Gang Awareness Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
Palandrano, Dora	CO	August 7, 2023	Freehold, NJ	Gang Awareness Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
Jerabek, Joseph	ST	August 7, 2023	Freehold, NJ	Gang Awareness Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Yes
Cherence, Christine	MS	August 7, 2023	Freehold, NJ	Gang Awareness Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
Carbajal, Lorena	MS	August 7, 2023	Freehold, NJ	Gang Awareness Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
Cameron, Kathryn	CO	August 2023-April 2024	Virtual	NJPSA-EAA	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	No
Gallagher, Darlene	CO	August 2023-April 2024	Virtual	NJPSA-EAA	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	No
Puleo, Carla	CO	August 2023-April 2024	Virtual	NJPSA-EAA	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	No
								<b>TOTAL</b>	\$694.99	
*Amount being charged to Account #11-000-251-580-11-00000-0										
** Amount being charged to Account #11-000-219-580-09-0000-0										
Substitutes costs NTE: \$										
REQUIRED ESTIMATE TO ABIDE BY LAW AND POLICY. ALL AMOUNTS ARE NOT TO EXCEED.										