

MISSION STATEMENT: We are committed to or exceeding the NJ Student Learning Standards at all grade levels in all areas, and providing a safe and supportive environment where all students are inspired, empowered, and encouraged to maximize their unique potential.

VISION STATEMENT: Students will become life-long learners, critical thinkers, and creative problem solvers who achieve success as valuable and contributing members of society.

WORKSHOP MEETING on September 19, 2022, Matawan Regional High School, 450 Atlantic Ave., Aberdeen, NJ.

I. CALL TO ORDER

President, Ms. Ascoli called the Regular Action Meeting to order at 6:30pm.

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 7, 2022 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 - High School Choir sang then turned over to Mr. Eyler.

IV. ROLL CALL

Present:	Ms. Annette Ascoli - President	Ms. Kizzie Osborne - Vice President
	Mr. Kevin Ahearn	Ms. Allison Friedman
	Ms. Tara Martinez	Mr. John Montone

Absent: Ms. Katie Feiles, Ms. Dianna Pell

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. Michael Liebmann, Director of Personnel
 Mr. David Rubin, Board Counsel

V. MINUTES

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

- Regular Action Meeting Minutes, August 22, 2022
- Executive Session Meeting Minutes, August 22, 2022
- Special Meeting Minutes, August 29, 2022

On a roll call vote, six (6) members voted yes, two (2) members were absent and 2 abstained from Special Meeting, August 29, 2022

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mr. Ahearn	X				
Ms. Feiles				X	
Ms. Friedman	X		X		Abstain from Special Meeting

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Ms. Martinez	X				
Mr. Montone	X				
Ms. Pell				X	
Ms. Osborne	X		X		Abstain from Special Meeting
Ms. Ascoli	X				

VI. CORRESPONDENCE TO THE BOARD

- None

VII. 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 40 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 Mr. Ahearn that the Board convene in Executive Session and approved by a unanimous voice vote at 6:51 pm.

It was moved by Mr. Ahearn, seconded by Ms. Friedman that the Board returned to Open Session at 7:29 pm.

VIII. SUPERINTENDENT'S REPORT

- Dr. Majka's report can be viewed on YouTube

IX. BOARD PRESIDENT'S REPORT

- Introduction and Swearing in of Student Representative – Courtney Coco
- Ms. Ascoli's report can be viewed on YouTube

X. STUDENT REPRESENTATIVE'S REPORT

- C. Coco's report can be viewed on YouTube

XI. CURRICULUM AND INSTRUCTION

Ms. Perez reviewed the Curriculum and Instruction Agenda.

Motion by Ms. Friedman, 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. 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

On a roll call vote, six (6) members voted yes, two (2) members were absent

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mr. Ahearn	X				
Ms. Feiles				X	
Ms. Friedman	X				
Ms. Martinez	X				
Mr. Montone	X				
Ms. Pell				X	
Ms. Osborne	X				
Ms. Ascoli	X				

XII. STUDENT SERVICES

Ms. Perez reviewed the Student Services Agenda to include a Walk in item.

Motion by Mr. Ahearn, 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 after school social skills program through the out of district placement that the student is attending for the 2022-2023 School Year.

Student	Program	Cost	Effective Dates
158661	Project Plus/ Hawkswood	\$8,602.00	9/12/22-6/15/23 (retroactive)

Cost: \$8,602.00

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

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District approve the PREPaRE Workshop II Training - Mental Health Crisis Intervention: Responding to an Acute Traumatic Stressor In Schools Workshop Materials. The dates of the PD are 10/10/22 and 10/17/22.

Cost: \$1,595.00

Account: ESSER

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following service to provide on-to-one in person RN/LPN Nursing service for the 2022-2023 school year.

Student	Provider	Cost	Effective Dates
165537	Bayada Home Health Care, Inc.	\$63,661.00	9/20/22-6/30/23

Cost: \$63,661.00

Account # 11-000-213-320-09-0000-0

On a roll call vote, six (6) members voted yes, two (2) members were absent

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mr. Ahearn	X				
Ms. Feiles				X	
Ms. Friedman	X				
Ms. Martinez	X				
Mr. Montone	X				
Ms. Pell				X	
Ms. Osborne	X				
Ms. Ascoli	X				

XIII. PERSONNEL

Mr. Liebmann reviewed the Personnel Agenda to include Walk in items 1 and 2.

Motion by Mr. Ahearn, 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 – 2022/2023 School Year

Name	Loc	Position	Reason	Hire Date	Effective Date
Hudanish, Jeffrey	District	Substitute Principal & District Evaluator	Resignation	3/23/2016	9/13/2022
Stanicki, Marylou	CO	Transportation Assistant	Rescission	9/1/2022	9/1/2022

B. Leave of Absence - 2022/2023 School Year

Name	Loc	Position	Type of Leave	With/Without Pay	Effective Dates
Cohen, Jennifer	ST	Teacher	Personal Leave	Without Pay	12/2/22-12/23/22
Cosentino, Karina	LR	Elementary Teacher	FMLA	With Pay	9/1/22-10/4/22
				Without Pay	10/6/22-12/12/22
DeNardo, Sarah	CP	School Counselor	Personal	Without Pay	9/21/22-9/23/22
Lenihan, Christine	RD	Teacher	Maternity	With Pay	9/1/22-11/2/22
			FMLA/NJFLA	Without Pay	11/3/22-2/09/23 Amended Dates – Previously Approved on 7/18/22
Paone-Hurd, Krysten	RD	Teacher	Maternity	With Pay	9/9/22-10/4/22
			Maternity	Without Pay	10/6/22-11/23/22
			FMLA/NJFLA	Without Pay	11/28/22-2/24/23 Amended Dates – Previously Approved on 7/18/22
Spagnuolo, Kristy	CL	Teacher	Maternity	With Pay	11/14/22-12/23/22
			FMLA/NJFLA	Without Pay	1/2/23-3/24/23

C. Appointments – 2022/2023 School Year**1. New Hires**

Name	Loc	Position	Step	Salary/Stipend 2022/2023	Replace/ Reason	Effective Dates
Lawrence, Kimberlie	CO	School Bus/Van Driver	1	\$32.15/Hr.	Northington Retirement	9/22/22-6/30/23
Connallan, Matthew	CO	Transportation Assistant	N/A	\$26/Hr.	Enrollment	9/22/22-6/30/23
Ruck, Megan	CO	Transportation Assistant	N/A	\$26/Hr.	Enrollment	9/22/22-6/30/23
Regler, Margaret	LR	School Nurse	C-11	\$68,900.00	Preuss Retirement	10/20/22-6/30/23 or sooner

1. Appointments – 2022/2023 School Year

Name	Loc	Position	Step	Salary/Stipend 2022/2023	Replace/ Reason	Effective Dates
Rawles-Dill, Elford Dr.	CO	Director of Diversity, Equity & Inclusion (DEI) (Non-Affiliated Position)	N/A	\$162,034.52	New Position	9/20/22-6/30/23

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

2. TSGold Training – Summer 2022 – 2022/2023 School Year

Name	Position	Activity	Cost/Hr	Loc
Gerding, Chrystal	Teacher	Professional Development	\$30/Hr	CP

Account # 20-218-100-101-11-0000-1

TSGold Training to be held on August 30, 2022 from 8:30 AM to 3:00 PM

3. Extra-Curricular Activities –2022/2023 School Year

Name	Loc	Activity	Position	Step/Stipend	Effective Dates
Athletic Activities					
Tarrazi, Dylan	HS	Girls Flag Football	Coach	\$3,000.00 Amended Stipend – Previously Approved on 6/21/22	2022/2023 School Year

4. Unit Leaders – Middle School – 2022/2023 School Year

Name	Grade	Stipend
Nilsen, Olivia	Grade 6	\$4,950.00
Tarrazi, Dylan	Grade 6	\$4,950.00
Hillyer, Patricia	Grade 7	\$4,950.00
Raiola, Amy	Grade 7	\$4,950.00
Bebel, Helen	Grade 8	\$4,950.00
DiMario, Joseph	Grade 8	\$4,950.00
Stevens, Vanessa	Grade 8	\$4,950.00

Account # 11-402-100-100-11-0000-3

5. College Student Teachers/Observers/Teachers/Interns – 2022/2023 School Year

Name	College	Cooperating Staff Member	Location/Subject/Date
Basmagy, Heather	Georgian Court University	Emily Zupkus	High School School Psychologist Observation Fall 2022
Knauer, Kaitlyn	Centenary University	Emily Zupkus	High School Special Education Observation Fall 2022 Semester

6. Volunteers - 2022/2023 School Year

Name	Location	Activity	Effective Date
Aitken, Hannah	HS	HS Field Hockey	2022/2023 School Year
Calloway, Niya	HS	HS Field Hockey	2022/2023 School Year

7. Substitutes – 2022/2023 School Year

Name	Position	Loc	Salary	Account #	Effective Date
Franzese, Jenna	Instructional Assistant as Substitute Teacher	CP	Hourly Differential	11-216-100-101-11-0000-9	2022/2023 School Year
Maqqar, Jean	Instructional Assistant as Substitute Teacher	CP	Hourly Differential	11-216-100-101-11-0000-9	2022/2023 School Year
Osmanovic, Milena	Instructional Assistant as Substitute Teacher	CP	Hourly Differential	11-216-100-101-11-0000-9	2022/2023 School Year
Prewitt, Caroline	Instructional Assistant as Substitute Teacher	CP	Hourly Differential	11-216-100-101-11-0000-9	2022/2023 School Year
Wassmer, Deborah	Instructional Assistant as Substitute Teacher	CP	Hourly Differential	11-216-100-101-11-0000-9	2022/2023 School Year
Calandra, Debra	Instructional Assistant as Substitute Teacher	CL	Hourly Differential	11-216-100-101-11-0000-9	2022/2023 School Year
Dhume, Valerie	Instructional Assistant as Substitute Teacher	CL	Hourly Differential	11-216-100-101-11-0000-9	2022/2023 School Year
Esposito-Peters, Mindy	Instructional Assistant as Substitute Teacher	CL	Hourly Differential	11-216-100-101-11-0000-9	2022/2023 School Year
Incorvaia, Caroline	Instructional Assistant as Substitute Teacher	CL	Hourly Differential	11-216-100-101-11-0000-9	2022/2023 School Year
McCormick, Tara	Instructional Assistant as Substitute Teacher	CL	Hourly Differential	11-216-100-101-11-0000-9	2022/2023 School Year
Santos, LoriAnn	Instructional Assistant as Substitute Teacher	CL	Hourly Differential	11-216-100-101-11-0000-9	2022/2023 School Year
Walling, Linda	Instructional Assistant as Substitute Teacher	HS	Hourly Differential	11-130-100-101-11-0000-7	2022/2023 School Year
Hagen, Scott	Instructional Assistant as Substitute Teacher	LR	Hourly Differential	11-120-100-101-11-0003-9	2022/2023 School Year
Johannesen, Michele	Instructional Assistant as Substitute Teacher	LR	Hourly Differential	11-120-100-101-11-0003-9	2022/2023 School Year
Norwood, Janice	Instructional Assistant as Substitute Teacher	MS	Hourly Differential	11-130-100-101-11-0000-7	2022/2023 School Year
O'Brien, Denise	Instructional Assistant as Substitute Teacher	MS	Hourly Differential	11-130-100-101-11-0000-7	2022/2023 School Year

8. Staff Array Changes – 2022/2023 School Year

Name	Loc/Fte	Current Assignment	Loc/Fte/O/L	New Assignment	Effective Dates/Reason
Leahy, Sydnie	CO: 1.00	Transportation Dispatcher	CO: 1.00	School Bus/Van Driver Step 4 \$33.29/Hr	9/16/22-6/30/23 Transfer
Carnovsky, Robert	HS: 1.00	Social Studies Teacher	HS: 1.00 .20 O/L	Social Studies Teacher Stock Market Analysis and Personal Finance	9/14/22-1/31/23 Bernstein Resignation
Frisina, Salvatore	HS: 1.00	Sped Teacher	HS: 1.00 .20 O/L	Sped Teacher Sports and Entertainment Marketing	9/14/22-1/31/23 Bernstein Resignation
Kaiser, Heather	HS: 1.00	Social Studies Teacher	HS: 1.00 .20 O/L	Social Studies Teacher Entrepreneurship	9/14/22-1/31/23 Bernstein Resignation
Marsh, Charles	HS: 1.00	Social Studies Teacher	HS: 1.00 .20 O/L	Social Studies Teacher	9/14/22-1/31/23 Bernstein

Name	Loc/Fte	Current Assignment	Loc/Fte/O/L	New Assignment	Effective Dates/Reason
				Stock Market Analysis and Personal Finance	Resignation
Pickell, Lee	HS: 1.00	Sped Teacher	HS: 1.00 .20 O/L	Sped Teacher Economics	9/14/22-1/31/23 Bernstein Resignation

9. Home Instruction - 2021/2022 School Year

Student ID	Subject/Class	Loc	Home Instruction Teacher	Hrs/per Week	# of Weeks	Total Hrs/per Subject	Effective Dates
156402	Occupational Therapy	OOD	Allcare	1	6	6	7/6/22-8/18/22
156402	Physical Therapy	OOD	Allcare	1	6	6	7/6/22-8/18/22
156402	Science	OOD	Megan Mellock	1	6	6	7/6/22-8/18/22
156402	Social Studies	OOD	Megan Mellock	1	6	6	7/6/22-8/18/22
156402	Math	OOD	Megan Mellock	1	6	6	7/6/22-8/18/22
156402	Language Arts	OOD	Megan Mellock	1	6	6	7/6/22-8/18/22
156402	Occupational Therapy	OOD	Allcare	1	6	6	9/6/22-11/30/22
156402	Physical Therapy	OOD	Allcare	1	6	6	9/6/22-11/30/22
156402	Science	OOD	Megan Mellock	2.5	12	30	9/6/22-11/30/22
156402	Social Studies	OOD	Megan Mellock	2.5	12	30	9/6/22-11/30/22
156402	Math	OOD	Megan Mellock	2.5	12	30	9/6/22-11/30/22
156402	Language Arts	OOD	Megan Mellock	2.5	12	30	9/6/22-11/30/22
160374	Algebra I	HS	Dr. Hanes	2	12	24	9/9/22-12/01/22
160374	World Cultures	HS	Dr. Hanes	2	12	24	9/9/22-12/01/22
160374	Lab Biology	HS	Dr. Hanes	2	12	24	9/9/22-12/01/22
160374	English I	HS	Dr. Hanes	2	12	24	9/9/22-12/01/22

D. Other

- HIB - 2022/2023 School Year** – The Superintendent recommends the approval of the Harassment, Intimidation and Bullying (HIB) Report as reported during Executive Session of the Matawan Aberdeen Board of Education Meeting of September 12, 2022.

Incidents Reported	Confirmed Incidents
0	0

- Revised School Calendar – 2022/2023 School Year**

- Personnel Attachment #1

- Teacher Professional Development Presenters – 2022/2023 School Year**

- Gabriella Giacchi
- Kathryn Leslie
- Samantha Papa
- Emily Zupkus

30/Hr, up to three hours each (includes planning and presenting)

- Salary Adjustment – 2021/2022 School Year**

- Katiria Savinon, \$800 Preschool through Grade 3 Registration Stipend (Prorated December 1, 2021 – June 30, 2022)

5. Other

- a. Termination – 2022/2023 School Year
 - Termination of Employee #5493, Effective Date 09/16/2022

On a roll call vote, six (6) members voted yes, two (2) members were absent

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mr. Ahearn	X				
Ms. Feiles				X	
Ms. Friedman	X				
Ms. Martinez	X				
Mr. Montone	X				
Ms. Pell				X	
Ms. Osborne	X				
Ms. Ascoli	X				

XIV. POLICY

- None

XV. FINANCE

Ms. Case reviewed the Finance Agenda.

Motion by Ms. Martinez, seconded by Ms. Friedman 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 August 2022 and Bills List for September 2022 (Available for review in Board Secretary’s Office)

Policy #6470 Payment of Claims

August 15, 2022 Payroll	\$586,129.81
August 30, 2022 Payroll	\$523,254.86
Total August Payroll	\$1,109,384.67
September 2022 Bills List	\$4,177,326.60
Total Bills List	\$5,286,711.27

2. Transfer of Funds for August 2022 (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 August 2022

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of August 31, 2022 and July 31, 2022, no budgetary line item account has obligations and payments which in total exceed the amount appropriated by the Matawan-Aberdeen Board of Education pursuant to NJSA 18A:22-8 and 18A:22-8.1

4. Board of Education Certification Budget Major/Fund Status for August 2022

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of August 31, 2022, 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.

5. Matawan-Aberdeen Regional School District Purchasing Manual

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education adopt the 2022-2023 Matawan-Aberdeen Regional School District Purchasing Manual.

Rationale: The annually updated Purchasing Manual is provided to assist all Board of Education employees in the proper purchasing practices to be in full compliance with:

- New Jersey Public School Contract Laws Title 18A:18A, et seq.;
- New Jersey Administrative Code N.J.A.C. 5:34 et seq.;
- Board of Education Policy;
- NJ QSAC;
- Local Finance Notices (NJ Division of Local Government Services); and
- Other federal and state laws and codes.

It has been designed to achieve three goals:

- Follow the law and Board policy on purchasing;
- Promote efficiency in the purchasing practices; and
- Achieve savings of money through proper purchasing practices

6. Acceptance of Grant for Social Justice Academy for the 2022-2023 School Year

The Superintendent recommends the Matawan-Aberdeen Regional School District Board of Education approve the acceptance of a mini grant in the amount of \$2,400.00 from Monmouth University’s Social Justice Academy to be used toward the implementation of district projects focused on promoting social justice.

7. Routine Travel Reimbursement for 2022-2023

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 2022-2023 school year

Name	Position	Total
Tim Knuth	Health & Physical Education Teacher	\$250

8. Fire and Evacuation Drills

The following Fire and Evacuation Drills occurred during **August 2022**:

School Name	Security Drill Type	Date & Time
Cambridge Park Pre-school	Fire Drill	8/3/22 @ 10:15 am
Cambridge Park Pre-school	Shelter in Place	8/19/22 @ 12:35 pm
Cliffwood Elementary School	Fire Drill	8/8/22 @ 9:10 pm
Cliffwood Elementary School	Shelter in Place	8/10/22 @ 9:10 am
Lloyd Road Elementary School	Lockdown Drill	8/2/22 @ 9:13 am
Lloyd Road Elementary School	Fire Drill	8/4/22 @ 10:45 am
Matawan Regional High School	Lockdown Drill	8/9/22 @ 9:30 am
Matawan Regional High School	Fire Drill	8/16/22 @ 10:00 am
Matawan-Aberdeen Middle School	Fire Drill	8/2/22 @ 9:15 am
Matawan-Aberdeen Middle School	Lockdown	8/4/22 @ 9:00 am

On a roll call vote, six (6) members voted yes, two (2) members were absent

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mr. Ahearn	X				
Ms. Feiles				X	
Ms. Friedman	X				
Ms. Martinez	X				
Mr. Montone	X				
Ms. Pell				X	
Ms. Osborne	X				
Ms. Ascoli	X				

XVI. UNFINISHED BUSINESS

- None

XVII. NEW BUSINESS

- None

XVIII. ADJOURNMENT

On a motion by Ms. Martinez, seconded by Mr. Ahearn and a unanimous roll call vote the Board adjourned the meeting at 7:35 pm.