

**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 April 12, 2021, 401 Lloyd Road, Aberdeen, NJ. **IN PERSON AND VIRTUAL MEETING**

**I. CALL TO ORDER**

President, Mr. Ahearn called the Committee of the Whole Meeting to order at 6:30 pm.

**II. STATEMENT OF ADEQUATE NOTICE**

Mr. Ahearn 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 January 8, 2021 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. ROLL CALL**

Present:	Mr. Kevin Ahearn - President	Ms. Annette Ascoli - Vice President
	Dr. John Delaney	Ms. Allison Friedman
	Ms. Tara Martinez	Mr. John Montone
	Ms. Joy Przywara	Ms. Shari Whalen

Absent: Ms. Kizzie W. Osborne

Also Dr. Joseph Majka, Superintendent of Schools

Present: Mr. John Bombardier, Assistant Superintendent for Curriculum and Instruction  
Ms. Arlene Biesiada, Interim 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

**IV. PLEDGE OF ALLEGIANCE**

**V. MINUTES**

- None

**VI. CORRESPONDENCE TO THE BOARD**

- None

**VII. SUPERINTENDENT'S REPORT**

- Ms. Nieves gave a presentation on the K.E.Y.S. Academy Model Recovery High School Program

**VIII. STUDENT REPRESENTATIVE'S REPORT**

- None

**IX. 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 45 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action may take place.

It was moved by Ms. Friedman seconded by Ms. Ascoli that the Board convene in Executive Session and approved by a unanimous voice vote at 6:40 pm.

It was moved by Ms. Friedman and seconded by Ms. Ascoli that the board returned to Open Session at 7:25 pm.

**X. CURRICULUM AND INSTRUCTION**

Mr. Bombardier reviewed the Curriculum and Instruction Agenda requesting that the Board take action this evening on Items A., B.1 and B.2.

A motion was moved by Ms. Friedman and seconded by Ms. Martinez.

**XI. SPECIAL SERVICES**

Ms. Perez reviewed the Special Services Agenda requesting the Board take action this evening on Items 1-5

A motion was moved by Ms. Friedman and seconded by Ms. Ascoli.

**XII. PERSONNEL**

Personnel Agenda was not presented at this meeting. Action on the Personnel Agenda will take place at the April 26, 2021 meeting.

**XIII. POLICY**

Mr. Liebmann reviewed the Policy Agenda requesting that the Board take action this evening.

A motion was moved by Ms. Martinez and seconded by Ms. Friedman.

**XIV. FINANCE**

Ms. Biesiada reviewed the Finance Agenda requesting the Board take action on Item 1. The remainder of the items will be presented for action at the April 26, 2021 Regular Action Meeting.

A motion was moved by Ms. Martinez and seconded by Ms. Friedman.

- 2. Payroll for March 2021 and Bills List for March 2021** (Available for review in Board Secretary’s Office)  
Policy #6470 Payment of Claims

<b>March 2021, Payroll</b>	\$4,030,412.08
<b>April 2021, Bills List</b>	\$
<b>TOTAL</b>	<b>\$</b>

- 3. Transfer of Funds for January and February 2021** (Available for review in Board Secretary’s Office)  
Policy # 6422 Budget Transfers

WHEREAS, N.J.A.C. 6A:23A-16.10(a)1 prohibits a district Board of Education from approving an encumbrance or expenditure that, when added to the total of existing encumbrances and expenditures, does not exceed the amount appropriated by the district board of education in the applicable line item account established pursuant to N.J.A.C. 18A:22-8.1., and

WHEREAS, N.J.A.C. 6A:23A-16.10(c)1 requires presentation of a report showing all transfers between line item accounts at every regular district board of education meeting,

NOW, THEREFORE BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the report of line item transfers for **January and February 2021** as presented.

- 4. S-1701 Reporting for January and February 2021**  
Board Secretary Report for **January and February 2021**

BE IT RESOLVED, that the Report of the Secretary to the Board of Education and the Report of the Treasurer of School Monies for **January and February 2021**, which are in agreement, be accepted as submitted and attached to and made part of the minutes of this meeting.

BE IT FURTHER RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education, pursuant to N.J.A.C. 6A:23A-16.10(c)4, certify that as of **January 31, 2021 and February 28, 2021**, after

review of the Board Secretary’s monthly financial reports (appropriations section) and Treasurer’s Report, and upon consultation with appropriate district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

**5. Adoption of the 2021/22 Proposed Budget**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the resolution pertaining to the approval of the 2021/22 budget as presented at the public hearing on April 26, 2021, as follows:

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education adopted a tentative budget for the 2021/22 fiscal year on March 8, 2021 and a REVISED tentative budget on Mar 22, 2021, to be submitted to the Executive County Superintendent of Schools for approval; and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on **TBD**; and

WHEREAS, the tentative budget was advertised in the legal section of the Asbury Park Press on **TBD**; and

WHEREAS, the budget was presented to the public during a public hearing on April 26, 2021; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education has the ability to exceed the 2% cap permitted on the general fund local tax levy increase for the purpose of using any available banked cap from the 3 previous budget years; and

WHEREAS, the Matawan-Aberdeen Regional School District has determined that \$4,815 is available in banked cap and is necessary to balance the general fund for the 2021/22 fiscal year budget in order to maintain existing programs, implement mandated programs and remain in alignment with the district’s goals and objectives for the upcoming fiscal year; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education has determined that it is necessary to withdraw \$2,200,000 from Capital Reserve for the local share of capital projects included in the 2021-22 budget which includes the following projects:

- Replacement of turf and track at high school \$1,500,000
- Upgrade of baseball press box at high school \$100,000
- Upgrade of playground at Lloyd Road \$150,000
- Repaving of parking lot at Ravine Drive \$450,000

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education has determined that it is necessary to withdraw \$900,000 from Maintenance Reserve for the purpose of funding the general fund maintenance accounts in 11-000-261-XXX;

NOW THEREFORE BE IT RESOLVED that the Matawan-Aberdeen Regional Board of Education approves the tentative budget for the 2021/22 school year which includes the use of banked cap and withdrawals from capital reserve and maintenance reserve as listed.

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the 2021/22 budget supported by a general fund local tax levy in the following amounts:

General Fund	\$75,651,794
Special Revenue Fund	\$6,358,888
Debt Service Fund	\$2,937,943
<b>Total Budget</b>	<b>\$84,948,625</b>

BE IT FURTHER RESOLVED that the Matawan-Aberdeen Regional School District Board of Education approves the tax levy to be raised in the following amounts:

	<b>Total</b>	<b>Matawan</b>	<b>Aberdeen</b>
General Fund	\$57,917,622	\$18,805,743	\$39,111,879
Debt Service Fund	\$2,588,318	\$840,422	\$1,747,896
<b>Total Taxes to be Raised</b>	<b>\$60,505,940</b>	<b>\$19,646,165</b>	<b>\$40,859,775</b>

**6. Authorization to Implement the 2021/22 Budget**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education authorize the Superintendent and School Business Administrator/Board Secretary to implement the 2021/22 budget pursuant to Board of Education policy and state regulations.

**7. Fire and Evacuation Drills**

The following Fire and Evacuation Drills occurred during **March 2021**:

<b>School Name</b>	<b>Security Drill Type</b>	<b>Date &amp; Time</b>
Cambridge Park Pre-school	Fire Drill	3/4/21 @ 10:45 am
Cambridge Park Pre-school	Lock Down	3/31/21 @ 11:45 am
Cliffwood Elementary School	Fire Drill	3/9/21 @ 12:30 pm
Cliffwood Elementary School	Fire Drill	3/10/21 @ 11:45 am
Cliffwood Elementary School	Active Shooter/Lock Down	3/23/21 @ 9:45 am
Lloyd Road Elementary School	Fire Drill, Cohort A	3/3/21 @ 11:00 am
Lloyd Road Elementary School	Active Shooter, Shelter-in-Place	3/9/21 @ 12:30 pm
Lloyd Road Elementary School	Fire Drill, Cohort B	3/11/21 @ 11:05 am
Lloyd Road Elementary School	Active Shooter, Shelter-in-Place	3/12/21 @ 12:30 pm
Matawan Regional High School	Fire Drill (all Cohorts)	3/16/21 @ 10:30 am
Matawan Regional High School	Bomb Threat – Shelter-in-Place	3/18/21 @ 8:03 am
Matawan-Aberdeen Middle School	Fire Drill, Cohort A	3/9/21 @ 8:45 am
Matawan-Aberdeen Middle School	Fire Drill, Cohort B	3/11/21 @ 11:08 am
Matawan-Aberdeen Middle School	Shelter-in-Place	3/30/21 @ 8:50 am
Ravine Drive Elementary School	Lock Down, Cohort A, C & D	3/9/21 @ 9:45 am
Ravine Drive Elementary School	Lock Down, Cohort B, C, D	3/11/21 @ 9:45 am
Ravine Drive Elementary School	Fire Drill, Cohort A, B, C, D	3/23/21 @ 12:29 pm
Strathmore Elementary School	Fire Drill	3/22/21 @ 11:00 am
Strathmore Elementary School	Lock Down (Active Shooter)	3/23/21 @ 11:45 am

**XV. PUBLIC COMMENTS RELATING TO AGENDA ITEMS**

- None

**XVI. ACTION ON AGENDA ITEMS****CURRICULUM AND INSTRUCTION**

The following items were then approved by a unanimous roll call vote.

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 School Voter Registration Law Statement of Assurance (SOA) for the 2020 – 2021 school year.

**Rationale:** Pursuant to N.J.S.A. 18A:36-27, school districts with high schools must document compliance with all requirements of the High School Voter Registration Law. This law requires the establishment of procedures for providing annual voter registration services and a voter education program to promote involvement in the electoral process for students 17 years of age or older enrolled in high school.

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the submission of the Aviation Owners and Pilots Association (AOPA) High School Aviation STEM Curriculum Application, for Matawan Regional High School (MRHS).

**Rationale:** If accepted, AOPA will offer a free, four-year aviation curriculum in two pathways – pilot and unmanned aircraft systems/drones – that is aligned to rigorous math and science standards. The curriculum includes all materials including lesson plans, presentations, hands-on student activities, student projects, student assessments, and teaching aides. Upon acceptance to the program, monies will need to be dedicated to compensate staff for training at the daily rate and for purchasing of flight simulator equipment.

No cost to the District to submit application

**SPECIAL SERVICES**

The following items were then approved by a unanimous roll call vote.

1. The Superintendent recommends that Matawan Aberdeen Regional School District Board of Education approve the acceptance of funds in the amount of \$500,000.00 from the Department of Education to continue the Recovery High School Access Project- K.E.Y.S. Academy. These funds are intended to increase access for students in recovery to receive academic instruction, services and support. The project period runs from 01/28/21-6/30/21. (Was previously on the 3/22/21 RAM, but no action was taken)

2. The Superintendent recommends that Matawan Aberdeen Regional School District Board of Education approve the 2021-2022 Preschool Education Program Contract between Matawan Aberdeen Regional School District and The Community YMCA of Greater Monmouth County. This agreement provides funding for the six-hour comprehensive preschool educational program for 180 school calendar days during the 2021-2022 school year. (Was previously on the 3/22/21 RAM, but no action was taken)

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approves the SEMI Action Plan that is required if a school district does not meet at least 90 % parental consent responses and/or 100 % of budgeted reimbursement revenue by June 30, 2020.

**Rationale:** The District participates in the Special Education Medicaid Initiative (SEMI). SEMI is a program jointly operated by the New Jersey Departments of Education (DOE), Human Services (HS), and Treasury along with participating local education agencies (LEAs). The purpose of SEMI is to recover a portion of costs for certain Medicaid-covered services provided to Medicaid-eligible students enrolled in participating LEAs. Due to COVID, Matawan Aberdeen School District was not able to meet these requirements. The failure to achieve the revenue benchmark directly related to the State-wide declaration of a public health emergency, which resulted in school closures, thus reducing the number of Medicaid eligible services provided. Our corrective action plan includes specific actions that the district will take to deliver all required health-related direct and evaluation services in a safe manner and will submit billing in a timely manner.

4. The Superintendent recommends the Matawan-Aberdeen Regional School District Board of Education approve the following tuition adjustment for the 2019-2020 school year

Student	School	Cost	Effective Dates
46	Search Day	\$157.00 (Tuition was originally approved for \$76,392.80 on 7/22/19) Actual cost is \$76,549.80.  \$8,148.00 (1:1 Aide was originally approved for \$38,500.00 on 7/22/19). Actual cost is \$46,648.00	2019-2020

Cost: \$157.00

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

Cost: \$8,148.00

Account#: 11-000-217-320-09-0000-0

**Rationale:** Search Day School received an audit and the conclusions of that audit determined payment from the District was required.

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

Student	Provider	Cost	Effective Dates
160766	LearnWell	\$2,490.00	3/12/21-4/22/21

Cost: \$2,490.00

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

**POLICY**

The following item was then approved by a unanimous roll call vote.

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

Series	Category	Policy/Regulation	Title
8000	Operations	8600 (M)	Transportation

M indicates mandated by state law.

**FINANCE**

The following item was then approved by a unanimous roll call vote.

**1. Agreement for Certain Legal Services with McManimon, Scotland & Bauman, LLC**

WHEREAS, there exists a need for specialized legal services in connection the capital program and the authorization and the issuance of obligations of the Matawan-Aberdeen Regional School District, in the County of Monmouth (the “Board”), a body corporate of the State of New Jersey, including the review of such procedures and the rendering of approving legal opinions acceptable to the financial community; and

WHEREAS, such special legal services can be provided only by a recognized Bond Counsel firm, and the law firm of McManimon, Scotland & Baumann, LLC, Roseland, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose, **not to exceed \$20,530.00**;

BE IT RESOLEVED by the Board of Education of the Matawan-Aberdeen Regional School District in the County of Monmouth, New Jersey as follows:

- a. The law firm of McManimon, Scotland & Baumann, LLC, Roseland, New Jersey is hereby retained to provide specialized legal services necessary in connection with the capital program and the authorization and the issuance of obligations of the Board in accordance with an Agreement dated as of April 12, 2021 and submitted to the Board (the “Contract”).
- b. The Contract is awarded without competitive bidding as a “Professional Service” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(1), because it is for services performed by persons authorized by law to practice a recognized professional.
- c. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board.
- d. A notice in accordance the Public School Contracts Law of New Jersey in the form attached here to shall be published in the Asbury Park Press.

**XVII. UNFINISHED BUSINESS**

- None

**XVIII. NEW BUSINESS**

- Ms. Friedman would like to have an F&F committee meeting scheduled for next week. Ms. Osborne is absent tonight but she is planning an ocean clean-up next weekend.

**XIX. PUBLIC COMMENTS RELATING TO ADDITIONAL MATTERS**

- None

**XX. ADJOURNMENT**

On a motion by Ms. Martinez seconded by Ms. Friedman and a unanimous roll call vote the Board adjourned the meeting at 7:40 pm.

Respectfully submitted



Arlene Biesiada  
Interim School Business Administrator/  
Board Secretary



**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING  
APRIL 12, 2021**

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	Transportation	LODGING	MEALS/ MISC.	TOTAL	SUB YES/NO
Gross, Zachary	HS	7/26/2021, 7/27/2021, 7/28/2021, 7/29/2021, 7/30/2021	Virtual Workshop	Fordham University 2021 Virtual AP Capstone Training	\$1,075.00*	\$0.00	\$0.00	\$0.00	\$1,075.00*	NO
Jennings, Casey	ST	9/01/2021 through 6/01/2022	Virtual Workshops (50 hours)	Institute of Multi Sensory Education Orton Gillingham Practicum	\$1,875.00**	\$0.00	\$0.00	\$0.00	\$1,875.00**	YES
Ciambruschini, Dina	ST	9/01/2021 through 6/01/2022	Virtual Workshops (50 hours)	Institute of Multi Sensory Education Orton Gillingham Practicum	\$1,875.00**	\$0.00	\$0.00	\$0.00	\$1,875.00**	YES
								<b>Total</b>	\$4,825.00	

\*Amount being charged to Account #11-000-223-580-04-0000-0

\*\*Amount being charged to Account #20-270-200-500-04-0000-0

Substitutes costs will vary as follows: BA with Certification - \$118.50 per day; BA only - \$104.56 per day, NTE: \$1,659.00

REQUIRED ESTEIMATE TO ABIDE BY LAW AND POLICY. ALL AMOUNTS ARE NOT TO EXCEED.