

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 March 9, 2020, Administration Building, One Crest Way, Aberdeen, NJ.

I. CALL TO ORDER

President, Ms. Friedman called the Committee of the Whole Meeting to order at 7:01 pm.

II. STATEMENT OF ADEQUATE NOTICE

Ms. Friedman 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 30, 2020 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:	Ms. Allison Friedman - President	Ms. Randi Moore - Vice President
	Ms. Annette Ascoli	Ms. Martinez
	Mr. John Montone	Ms. Osborne
	Ms. Shari Whalen	

Absent: Mr. Kevin Ahearn, Mr. Weymouth Brittingham

Also Dr. Joseph Majka, Superintendent of Schools

Present: Mr. John Bombardier, Assistant Superintendent for Curriculum and Instruction
Mr. Alex Ferreira, School Business Administrator/Board Secretary
Ms. Nelyda Perez, Assistant Superintendent for Special Services and Programs
Mr. Michael Liebmann, Director of Personnel

IV. PLEDGE OF ALLEGIANCE

V. MINUTES

- None

VI. SUPERINTENDENT’S REPORT

Dr. Majka made the following statements:

- Dr. Majka introduced Mr. Ferreira
 - Mr. Ferreira reviewed budget appropriations

VII. BOARD PRESIDENT’S REPORT

Board President, Ms. Friedman made the following statements:

- High School Arts Show
- Middle School Guys and Dolls
- Legislative reach out campaign last year and role of impact on Special Education funds

VIII. STUDENT REPRESENTATIVE’S REPORT

- None

IX. CURRICULUM AND INSTRUCTION

Mr. Bombardier reviewed the Curriculum and Instruction Agenda requesting that the Board take action this evening on Item A1. The remainder of the items will be presented for action at the March 23, 2020 Regular Action Meeting.

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

- The Board had a comment on the start times at High School and Middle School
- Mr. Bombardier addressed their concern

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 2019 – 2020 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 Matawan Regional High School field hockey team to compete in pre-season scrimmages in Orlando, Florida, at the Disney Universal Wide World of Sports Complex departing on August 26, 2020 and returning on August 30, 2020. The trip will be at no cost to the district aside for providing transportation to and from Newark Liberty International Airport. The Matawan Regional High School Field Hockey Team will fundraise to cover trip costs. Student-Athletes and coaches will be asked to contribute approximately \$1,069.00 each if the total cost per individual cannot be covered through fundraising.

Rationale: Providing this opportunity will enable Student-Athletes and Coaches to gain camaraderie as a team and to improve their skills required for participating in the sport of field hockey.

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the change in school start and end times for students and staff at Matawan Regional High School and the Middle Aberdeen Middle School for the 2020 – 2021 school year as follows:

School	Staff Start Time	Student Start Time	Student End Time	Staff End Time
MRHS	7:10 AM	7:20 AM	2:09 PM	2:13 PM
MAMS	7:56 AM	8:10 AM	2:36 PM	2:50 PM

4. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the amended 2019 – 2020 school calendar. (**Curriculum & Instruction Attachment #2**)

Rationale: The school calendar has three emergency days, weather, closing, etc. built in. Since we have not used any of these emergency days this school year, the district will now be closed on Thursday, April 9, Friday, May 22, and Tuesday, May 26.

X. SPECIAL SERVICES

Ms. Perez reviewed the Special Services Agenda on which the Board will take action at the March 23, 2020 Regular Action Meeting.

A motion was moved by Ms. Whalen and seconded by Ms. Osborne.

- The Board had a question on the certified tuition changes due to audits
- Ms. Perez addressed the question

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

Student	Provider	Cost	Effective Dates
158700	PESI	\$2,700.00	2/13/20-3/26/20 (retroactive)
160518	PESI	\$2,700.00	2/18/20-3/31/20 (retroactive)
161849	LearnWell	\$1,620.00	2/22/20-3/20/20 (retroactive)

Cost: \$7,020.00

Account#: 11-150-100-320-09-0000-0

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the agreement with the following providers for the 2019-2020 school year on an as needed basis.

Service Provider	Cost	Effective Date
Burlington County Special Services School District	AAC Evaluation \$925.00 AAC Evaluation w/ Speech and Language Evaluation \$1,250.00	3/9/20-6/30/20

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following students to attend an Out of District Placement and/or Extraordinary Services for 2019-2020 School Year.

Student	School	Cost	Effective Dates
162319	Collier School	\$24,825.00	2/20/20-6/30/20 (retroactive)

Cost: \$24,825.00

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

4. The Superintendent recommends the Matawan-Aberdeen Regional School District Board of Education approve the following tuition and/or extraordinary services adjustment for the 2018-2019 School Year.

Student	School	Cost	Effective Dates
156581	The Center School	\$6,004.00 – Tuition was originally approved on 7/22/19 for \$74,652.00 Actual cost is \$80,656.00	2018-2019 School Year (retroactive)
158001	The Center School	\$5,403.60 – Tuition was originally approved on 7/22/19 for \$74,652.00. Actual cost is \$80,055.60	2018-2019 School Year (retroactive)
162901	Coastal Learning Center	\$623.00 – Tuition was originally approved on 7/23/18 for \$54,536.68. Actual cost is \$55,159.68	2018-2019 School Year (retroactive)
70	Lakeview School	\$1,992.90 - Tuition was originally approved on 8/27/18 for \$99,676.50. Actual cost is \$101,669.40	2018-2019 School Year (retroactive)

Student	School	Cost	Effective Dates
163064	Lakeview School	\$1,945.45 - Tuition was originally approved on 8/27/18 for \$99,676.50. Actual cost is \$101,621.95	2018-2019 School Year (retroactive)
156402	Lakeview School	\$1,414.01 - Tuition was originally approved on 8/27/18 for \$97,303.25. Actual cost is \$98,717.26	2018-2019 School Year (retroactive)

Cost: \$17,382.96

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

XI. PERSONNEL

Mr. Liebmann reviewed the Personnel Agenda requesting the Board take action on Items 1, 2 and 3. The remainder of the items will be presented for action at the March 23, 2020 Regular Action Meeting.

A motion was moved by Ms. Moore and seconded by Ms. Osborne.

- The Board had a question on sub bus drivers
- Mr. Liebmann addressed the question

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

A. RESIGNATIONS/RETIREMENTS

Policy: 4121.1 Individual Contracts Certificated Staff
4121.1 Individual Contracts Non-Certificated Staff

Name	Loc	Position	Reason	Hire Date	Effective Date
Resignation/Retirement					
Langer, Annette	ST	School Nurse	Retirement	9/1/1995	6/30/2020
Extra-Curricular Activity Positions - Resignation					
Name	Loc	Activity	Position	Hire Date	Effective Date
Torres, Ariana	MAMS	MOST Program	Counselor (Replacement)	9/1/2019	2/28/2020 (Retroactive)

B. LEAVE OF ABSENCE

Policy: 4151 Attendance Patterns
4151.1 Personal Illness and Injury/Health and Hardship

Name	Loc	Position	Type of Leave	With/ W/O Pay	Effective Dates
McGuirk, Lauren MA.TCH.SPECIAL.ED.1 7	MAMS	Teacher	Maternity Leave Disability Phase	With Pay	4/20/20-5/26/20
			Maternity Leave Disability Phase	Without Pay	5/27/20-6/24/20
			FMLA/NJFLA	Without Pay	9/1/20-11/25/20
Debek, Ewa CO.TRN.DRIVER.17	CO	Bus/Van Driver	Medical Leave	With Pay	2/26/20-3/5/20 (Retroactive)
Fiedler, Charnell CL.ADMSPT.IA.16	CL	Instructional Assistant	Medical Leave	With Pay	5/29/20-6/24/20
Varma Kumar, Yamini HS.TCH.SCIENCE.11	HS	Teacher	FMLA	Without Pay	2/24/20-2/25/20 (Retroactive)
Schifini, Samantha CO.TRN.DRIVER.09	CO	Bus/Van Driver	Personal Leave	With Pay	3/16/20-3/17/20 (Half Day)
			Personal Leave	Without Pay	3/17/20 (Half Day) 3/20/20 (Retroactive)
Nazarian, Gloria CO.TRN.ASST.04	CO	Transportation Assistant	Personal Leave	Without Pay	3/23/20-3/27/20 (Retroactive)
Folchetti, Mary Ann LR.ADMSPT.IA.02	LR	Personal Aide	TBD	Without Pay	2/27/20-2/28/20 (Retroactive)
Berman, Lauren CL.TCH.BASIC.SK.04	CL	Elementary Teacher	FMLA	Without Pay	1/24/20-6/12/20 (Retroactive) Amended Dates – Previously BOE Approved 11/25/19

Name	Loc	Position	Type of Leave	With/ W/O Pay	Effective Dates
Cacopardo, Mary Ann CL.TCH.BASIC.SK.0	CL	Elementary Teacher	Personal Leave	Without Pay	2/29/20 & 3/2/20 (Retroactive)

C. APPOINTMENTS

Policy: 4111/4211 Recruiting, Selection and Hiring
 4142/4242 Salary Checks and Deductions
 4122 Substitute Teachers Student Teachers/Interns
 4213/4214 Assignment/Transfer

1. Appointments

Name	Loc	Position	Step	Salary/Stipend 2019/2020 Salary Guide	# Int	Replace Reason	Effective Dates
TBD	MAMS	Hallway Safety & Security Monitor P/T	TBD	TBD	TBD	New Position	TBD-6/30/20

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

2. Substitute

Name	Position	Hours	Effective
Hausmann, John	Substitute Bus/Van Driver	5 days/week Total 20 Hours	2019/2020 School Year

Account # 11-000-270-160-11-0000-9

3. Home Instruction 2019-2020 School Year

I.D.	Subject	School	Classroom Teacher	Home Instruction Teacher	Hours Per Week	No. of Weeks	Total Hours Per Subject/ Class	Effective Dates
160257	Math	MAMS	Lambert, Lynn	Reinecke, Taylor	2.5	4	10	2/4/20-2/28/20 (Retroactive)
160257	Language Arts	MAMS	Monro, Christine	Raiola, Amy	2.5	4	10	2/4/20-2/28/20 (Retroactive)
160257	Social Studies	MAMS	Grigoli, Jeremy	Scatorchia, Brianna	2.5	4	10	2/4/20-2/28/20 (Retroactive)
160257	Science	MAMS	Reynolds, Dustin	Reinecke, Taylor	2.5	4	10	2/4/20-2/28/20 (Retroactive)
158563	U S History 1	HS	Barrett, Edward	Walsh, Matthew	2.5	4	10	2/11/20-3/12/20 (Retroactive)
158563	English 2	HS	Frischia, Mary Jane	Walsh, Matthew	2.5	4	10	2/11/20-3/12/20 (Retroactive)
158563	Algebra 1	HS	Kish, Sheryl	Milan, Gregory	2.5	4	10	2/11/20-3/12/20 (Retroactive)
158563	Chemistry	HS	Olechnowicz, Jeffrey	Milan, Gregory	2.5	4	10	2/11/20-3/12/20 (Retroactive)
162445	English 4	HS	Pisani, Laura	Carnovsky, Robert/ Walsh, Matthew	5	8	40	2/10/20-4/10/20 (Retroactive)
162445	Algebra 2	HS	Colburn, Kendra	Shalhoub, Mary Kate	2.0	8	23	2/10/20-4/10/20 (Retroactive)
156957	Functional Academics	HS	Sloan, Michelle	Sloan, Michelle	1	8	8	3/2/20-5/01/20 (Retroactive)
156957	Social Skills	HS	Sloan, Michelle	Zupkus, Emily	1	8	8	3/2/20-5/01/20 (Retroactive)
156402	Occupational Therapy	OOD	N/A	VNA	1	9	9	3/3/20-6/30/20 (Retroactive)
156402	Physical Therapy	OOD	N/A	VNA	1	9	9	3/3/20-6/30/20 (Retroactive)

I.D.	Subject	School	Classroom Teacher	Home Instruction Teacher	Hours Per Week	No. of Weeks	Total Hours Per Subject/ Class	Effective Dates
156402	Speech Therapy	OOD	N/A	ALLCARE	.5	9	4.5	3/3/20-6/30/20 (Retroactive)
156402	Science	OOD	N/A	Mellock, Megan	2.5	9	22.5	3/3/20-6/30/20 (Retroactive)
156402	Social Studies	OOD	N/A	Mellock, Megan	2.5	9	22.5	3/3/20-6/30/20 (Retroactive)
156402	Math	OOD	N/A	Mellock, Megan	2.5	9	22.5	3/3/20-6/30/20 (Retroactive)
156402	Language Arts	OOD	N/A	Mellock, Megan	2.5	9	22.5	3/3/20-6/30/20 (Retroactive)
163001	Language Arts	CL	Ciambruschini, Dina	Ciambruschini, Dina	2.5	3	7.5	4/21/20-5/12/20
163001	Math	CL	Ciambruschini, Dina	Ciambruschini, Dina	2.5	3	7.5	4/21/20-5/12/20
163001	Social Studies	CL	Ciambruschini, Dina	Ciambruschini, Dina	2.5	3	7.5	4/21/20-5/12/20
163001	Science	CL	Ciambruschini, Dina	Ciambruschini, Dina	2.5	3	7.5	4/21/20-5/12/20

Account #: GE: 11-150-100-101-11-0000-1 \$45.00/Hour SE: 11-219-100-101-11-0000-1 \$45.00/Hour

4. College Student Observers/Teachers/Interns 2019/2020 School Year

Name	College	Cooperating Teacher Administrator	School/Area
Showerman, Matthew	Brookdale Community College	Kelly Robbins	HS – Math/Special Education Student Observer Spring 2020

Rationale: Student will be able to complete course work requirements toward degree and certification.

Cost: None to the Board

5. Extra-Curricular Activities – 2019-2020

Name	Loc	Activity	Position	2019/2020 Step/Stipends	Effective Date
Athletic Activities					
TBD	HS	Football	Assistant Coach	Step-TBD Stipend-TBD	2020/2021 School Year
O'Brien, Jessica	HS	Softball	Head Coach	Step-01 \$6,920.00	2019/2020 School Year
TBD	HS	Softball	Interim Head Softball Coach	Step-TBD Stipend-TBD	2019/2020 School Year
Cella, Alex	HS	Baseball	Assistant Coach	Step-01 \$2,585.00 ½ Stipend	2019/2020 School Year
Jamandron, Matt	MAMS	Baseball	Assistant Coach	Step-03 \$3,100.00 ½ Stipend	2019/2020 School Year
TBD	MAMS	Intramural Flag Football	Coach	\$1,045.00	2019/2020 School Year
Non-Athletics					
TBD	HS	Forensics Speech & Debate	Advisor	\$4,260.00	2019/2020 School Year

Hourly Activities					
Grillo, Kendra	MAMS	One To One	Instructional Assistant	Per Diem Hourly Rate	2019/2020 School Year
TBD	LR	After School Tutorial F.I.T.	Instructor	\$35.00/Hour	2019/2020 School Year
TBD	CO	MOST Program	School Counselor	\$35.00/Hour	2019/2020 School Year
Colburn, Kendra	HS	Tutorial Program	Accuplacer Prep	\$35.00/Hour	2019/2020 School Year
Christhakis, Nicholas	HS	Tutorial Program	Accuplacer Prep	\$35.00/Hour	2019/2020 School Year
Goldberg, Deborah	HS	Tutorial Program	Accuplacer Prep	\$35.00/Hour	2019/2020 School Year

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

6. Volunteers 2019-2020 School Year

Name	Location	Activity	Effective Date
Coulahan, Jacqueline	HS	Softball	2019/2020 School Year

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

7. Graduation Chaperones/School Nurse – MAMS 2019/2020

Name	Name	Name
TBD	TBD	TBD

Chaperones \$25.00/Hour – 3 Hours Maximum
 School Nurse \$40.00/Hour – 3 Hours Maximum

8. Staff Array Changes – 2019/2020 School Year

Name	Loc/Fte	Current Assignment	Loc/Fte	New Assignment	Effective Dates/ Reason
Sidley, Kate CO.CST.SPEECH.04	CP – 1.00	CST Speech Therapist	HS – 1.00	CST Speech Therapist	Laplaya 2/26/20-5/20/20 (Retroactive)
Gallagher, Amy CO.CST.SPEECH.01	LR – 1.00	CST Speech Therapist	LR – 0.90 RD – 0.10	CST Speech Therapist CST Speech Therapist	3/2/20-6/30/20 (Retroactive)
Torres, Ariana MA.TCH.ES.02	MS – 1.00	SPS Guidance Counselor Replacement Position	CO – 1.00	Secretary 12 Months Special Services Step-02 \$29,055.00 + \$1,485.00 BA Stipend = \$30,540.00 CO.ADMSP.T.SS.SEC.03	3/9/20-6/30/20 Amended End Date Previously BOE Approved 02/24/2020

9. ESL Family Night Workshop

Name	Position	Cost/Effective Date
TBD	Arabic Translator	\$30.00 - 1 Hour
TBD	School Counselor	\$60.00 - 2 Hours

March 25, 2020 - \$30.00/Hour (1 Hour Prep/1 Hour Presentation)
 #20-241-200-100-04-0000-0

10. Summer Bus/Van Drivers & Transportation Assistants 2020-2021

Name	Position	Name	Position
TBD	Bus/Van Driver	TBD	Transportation Assistant

11. Summer Theater Workshop – MAMS 2020 Summer

Name	Position	Stipend
TBD	Choreographer	\$2,970.00
TBD	Choreographer	\$2,970.00
TBD	Director	\$5,920.00
TBD	Director/Coordinator	\$6,580.00
TBD	Musical Director	\$3,340.00
TBD	Production Assistant	\$1,490.00
TBD	Production Design/Construction	\$4,020.00
TBD	School Nurse	\$3,080.00
TBD	Technical Director	\$2,580.00
TBD	Vocal Director	\$3,340.00

12. Other

a. Administrative Leave with Pay

- Employee #4415 February 12, 2020 – June 30, 2020
- Employee # 5452 - Instructional Assistant – After School Activities Peer Buddies Valentine Activities
Cost: \$29.39 February 6, 2020 (Retroactive)
- Employee #5650 - Reimbursement of 5 hours – moving expense
Cost: \$25.00/Hour -February 18, 2020 (Retroactive)

b. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Zachary Gross’ participation and compensation to attend the AP Capstone Professional Development Training at Fordham University in NYC from August 3, 2020 – August 7, 2020 at the hourly rate of \$30.00, not to exceed eight (8) hours per day

Cost: \$1,200.00 (All College Board materials and a daily meal are provided)

Rationale: This 5 day professional development workshop is a required component for district’s implementing the AP Capstone Program (previously Board approved on 12/16/2019). Teachers and staffers from schools approved by the College Board to offer AP Capstone courses, including AP Seminar, are required to attend this training. The AP Capstone professional development summer workshops train instructors to teach college-level thinking and research skills; concurrently, exploring academic and real-world questions, problems, and issues from different disciplines and from multiple perspectives. Particular attention is given to facilitating student learning across collaborative settings, motivating students to think critically and creatively about research questions.

c. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Krista Huebsch’s participation and compensation to attend the Supply Chain Management Teachers Summer Training at Rutgers University in New Brunswick from July 13 – 17, 2020 at the hourly rate of \$30.00/hour, not to exceed eight (8) hours per day.

Rationale: This 5 day professional development workshop is a required component for district’s implementing “Supply Chain Management – Course 1” program. Teachers attending the program will learn about the national success and recognition of the Supply Chain Management Program, experience how high school teams utilize the program and participate in the project-based learning activities inclusive of the annual showcase, receive professional development on how the program can be continually adopted and modified to increase student engagement, and develop an understanding of the industry credential and articulated credit from Rutgers that is a critical component of the program.

d. Summer 2020 Recommendations (ESY) – Personnel Attachment #1 (To be available for the RAM Meeting of March 23, 2020)

e. Pandemic Proactive Plan – Personnel Attachment #2 (To be available for the RAM Meeting of March 23, 2020)

XII. POLICY

Mr. Liebmann reviewed the Policy Agenda on which the Board will take action on the first reading.

A motion was moved by Ms. Whalen and seconded by Ms. Moore.

XIII. FINANCE

Mr. Ferreira reviewed the Finance Agenda requesting the Board take action on Items 1, 2, 3 and 4. The remainder of the items will be presented for action at the March 23, 2020 Regular Action Meeting.

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

A. BUSINESS OPERATIONS

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

5. Payroll for February 2020 and Bills List for March 2020 (Available for review in Board Secretary’s Office)

Policy #6470 Payment of Claims

February 2020, Payroll	\$
March 2020, Bills List	\$
TOTAL	\$

6. Transfer of Funds for January 2020 (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 2020** as presented.

7. S-1701 Reporting for January 2020

Board Secretary Report for **January 2020**

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 2020**, 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, 2020**, 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.

 Alex Ferreira
 Board Secretary

March 23, 2020
 Date

8. Acceptance of Donation from the Husky Diamond Association

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from the Husky Diamond Association, valued at \$3,000.00. This donation will be used to purchase a Hack Attack Pitching Machine, which will be used by the high school baseball program to enhance their practice sessions.

9. Cooperative Sports Program Application for Ice Hockey with Howell High School for the 2020/21 and 2021/22 School Years

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve a Cooperative Sports Program Application for Ice Hockey with Howell High School of the Freehold Regional High School District for the 2020/21 and 2021/22 school years.

10. Fire and Evacuation Drills

The following Fire and Evacuation Drills occurred during **February 2020**:

School Name	Security Drill Type	Date & Time
Cambridge Park Preschool	Lock Down	2/10/20 @ 10:00 am
Cambridge Park Preschool	Fire Drill	2/18/20 @ 9:15 am
Cliffwood Elementary School	Fire Drill	2/12/20 @ 2:45 pm
Cliffwood Elementary School	Lock Down	2/20/20 @ 2:45 pm
Lloyd Road Elementary School	Lock Down – Active Shooter	2/13/20 @ 9:11 am
Lloyd Road Elementary School	Fire Drill	2/18/20 @ 1:35 pm
Matawan-Aberdeen Middle School	Fire Drill	2/5/20 @ 1:20 pm
Matawan-Aberdeen Middle School	Active Shooter	2/10/20 @ 8:30 am
Matawan Regional High School	Fire Drill	2/18/20 @ 9:15 am
Matawan Regional High School	Active Shooter Drill	2/19/20 @ 12:38 pm
Ravine Drive Elementary School	Fire Drill	2/12/20 @ 2:57 pm
Ravine Drive Elementary School	Lock Down	2/20/20 @ 10:25 am
Strathmore Elementary School	Fire Drill	2/4/20 @ 10:30 am
Strathmore Elementary School	Active Shooter	2/5/20 @ 2:45 pm

11. The following bus evacuation drills occurred as follows:

School	Date	Location	Supervised by
Matawan Regional High School	TBD	TBD	TBD

XIV. PUBLIC COMMENTS RELATING TO AGENDA ITEMS

- None

XV. ACTION ON AGENDA ITEMS

CURRICULUM AND INSTRUCTION

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

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

PERSONNEL

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 the following:

1. HIB Report

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 February 24, 2020.

Incidents Reported	Confirmed Incidents
3	1

2. Appointments

Name	Loc	Position	Step	Salary/Stipend 2019/2020 Salary Guide	# Int	Replace Reason	Effective Dates
Benoit, Amanda LR.TCH.SPECIAL.ED.16	LR	Teacher of Special Education ICR Grade5 Math/Science Replacement Position	Step C-01	\$49,965.00 (Prorated)	6	Foti Assignment Change	3/12/20-6/30/20
Santos, Lisa LR.TCH.SPECIAL.ED.15	LR	Teacher of Special Education Replacement Position	Step C-01	\$49,965.00 (Prorated)	6	O’Brien Maternity Leave	3/25/20-5/29/20

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

3. Non Bargaining Administrators 2019/2020 Potential Salary Increase

Employee	2018/2019	Percentage	2019/2020	Retro
5885	\$153,975.00	3.5% Increase	\$159,364.13	7/1/19-2/29/20
6152	\$153,975.00	3.5% Increase	\$159,364.13	7/1/19-2/29/20
6179	\$150,579.42	3.5% Increase	\$155,849.27	7/1/19-2/29/20

POLICY

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

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the first reading of the following policy/regulation.

M indicates mandated by State law

Series	Category	Policy/Regulation #	Title
5000	Students	P511	Eligibility of Resident/Nonresident Students (M)

FINANCE

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

1. Adoption of Tentative Budget for 2020/21

The Superintendent recommends that the Matawan-Aberdeen Board of Education approve the adoption of the 2020/21 tentative budget as follows:

General Fund	\$74,061,681
Special Revenue Fund	\$1,197,184
Debt Service Fund	\$2,941,818
Total Tentative Budget	\$78,200,683

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 an enrollment adjustment to balance the 2020/21 budget; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education has determined that \$240,737 is necessary in enrollment adjustment to balance the general fund for the 2020/21 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 BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education withdraws \$2,000,000 as budgeted in line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects, for other capital project costs of the Middle School gym floor, High School track, High School turf, High School stage, High School dance studio floor and bathrooms. The total cost of these projects is \$2,000,000, which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education requests the approval of a maintenance reserve withdrawal in the amount of \$900,000 for the purposes of funding the general fund maintenance accounts, 11-000-261-XXX; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education requests the approval of an emergency reserve withdrawal in the amount of \$90,000 for the purpose of the replacement of burglar systems and compliance with statutory requirements.

2. Acknowledgement of Amount to be raised in Local Taxes

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education acknowledge the total amount of funds to be raised in local taxes which includes the use of any eligible adjustments and use of banked cap in the general fund for the ensuing school year (2020/21) as follows:

	General Fund	Debt Service	Total
Aberdeen	\$38,077,931	\$1,734,215	\$39,812,146
Matawan	\$18,699,331	\$851,640	\$19,550,971
Total	\$56,777,262	\$2,585,855	\$59,363,117

3. Advertise Tentative Budget for Public Hearing

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the submission of the 2020/21 tentative budget to the Monmouth County Executive County Superintendent of Schools for approval and authorize the advertisement after approval in the Asbury Park Press in accordance with the form suggested by the NJ Department of Education and according to law and establish that the public hearing on the budget for the 2020/21 school year be held at the Administration Building, 1 Crest Way, Aberdeen, New Jersey on April 27, 2020 at 7:00pm.

4. Travel and Related Expense Reimbursement for 2020/21

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education has expended \$25,743 as of this date;

NOW, THEREFORE BE IT RESOLVED, the Board of Education approve travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$128,163 for all staff and Board members for the 2020/21 school year.

XVI. UNFINISHED BUSINESS

- Transportation Committee to review policy
 - Update on food service RFP process

XVII. NEW BUSINESS

- Read Across America Day – value of participate of law enforcement
 - Participation of students in musical

XVIII. PUBLIC COMMENTS RELATING TO ADDITIONAL MATTERS

- None

XIX. EXECUTIVE SESSION

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 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. Whalen seconded by Ms. Osborne that the Board convene in Executive Session and approved by a unanimous voice vote at 7:51 pm.

The Board returned to Open Session at 8:45 pm.

XX. ADJOURNMENT

On a motion by Ms. Moore seconded by Ms. Ascoli and a unanimous roll call vote the Board adjourned the meeting at 8:46 pm.

Respectfully submitted,



Alex Ferreira
School Business Administrator/Board Secretary

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING
MARCH 9, 2020**

Curriculum and Instruction Attachment #1

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	Transportation	LODGING	MEALS/ MISC.	TOTAL	SUB YES/NO
Servidio, Paul	HS	3/13/2020	Ocean First Foundation Toms River, NJ	2020 Ocean First Foundation Grant Conference	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Bloss, Justin	MS	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	YES
Carbajal, Lorena	HS	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	NO
Cordasco, Robert	HS	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	NO
Frye, Christine	MS	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	NO
Giacchi, Gabrielle	LR	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	NO
Groninger, Rebecca	HS	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	NO
Jaeger, Tara	CL	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	NO
Leach, Kristina	MS	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	NO

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING
MARCH 9, 2020**

Curriculum and Instruction Attachment #1

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	Transportation	LODGING	MEALS/ MISC.	TOTAL	SUB YES/NO
Levine, Jamie	CL	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	NO
Nieves, Jennise	KEYS	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	NO
Olsen, Cristina	LR	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	NO
Patterson, Cori	LR	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	YES
Petruccio, Gabrielle	CL	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	YES
Van Horn, Mark	CL	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	NO
Wells, Mike	MS	3/16/2020, 3/17/2020	Monmouth Park Corporate Center West Long Branch, NJ	Alisha DeLorenzo SEL Awareness to Action	\$250.00**	\$0.00	\$0.00	\$0.00	\$250.00**	NO
Cronin, Sean	HS	3/20/2020	NJPSA Monroe Twp., NJ	NJPSA Legislative Conference & Membership Meeting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING
MARCH 9, 2020**

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	Transportation	LODGING	MEALS/ MISC.	TOTAL	SUB YES/NO
Kelly, Lauren	LR	3/27/2020	Rutgers Piscataway, NJ	Avoiding Retraumatization: Making Schools a Place of Reflection Instead of Reaction	\$80.00***	\$13.86***	\$0.00	\$0.00	\$93.86***	NO
Zupkus, Emily	HS	3/27/2020	Rutgers Piscataway, NJ	Avoiding Retraumatization: Making Schools a Place of Reflection Instead of Reaction	\$80.00***	\$17.50***	\$0.00	\$0.00	\$97.50***	NO
Goetz, Matthew	HS	4/15/2020, 4/16/2020	Our Lady of Mt. Carmel School Asbury Park, NJ	Alice Training Institute Instructor Certification Training	\$695.00****	\$19.81****	\$0.00	\$0.00	\$714.81****	NO
Zibbell, Jamie	MS	4/27/2020, 4/28/2020	Borgata Hotel Atlantic City, NJ	National Association of Social Workers	\$320.00***	\$60.02***	\$96.00***	\$0.00	\$476.02***	NO
Joyce, Kathleen	MS	6/9/2020, 6/10/2020, 6/11/2020	The College of New Jersey Ewing, NJ	The College of New Jersey Framing Your Thoughts Sentence Structure and Paragraph Writing	\$675.00**	\$39.27**	\$0.00	\$0.00	\$714.27**	YES
Apple, Michael	MS	6/11/2020	The College of New Jersey Ewing, NJ	The College of New Jersey Framing Your Thoughts Sentence Structure and Paragraph Writing	\$350.00**	\$16.45**	\$0.00	\$0.00	\$366.45**	YES
								TOTAL	\$6,213.18	
*Amount being charged to Account #11-000-223-580-04-0000-0										
**Amount being charged to Account #20-270-200-500-04-0000-0										
***Amount being charged to Account #11-000-219-580-09-0000-0										
****Amount being charged to Account #11-402-100-580-30-1402-1										
Substitutes costs will vary as follows: BA with Certification - \$118.50 per day; BA only - \$104.56 per day, NTE: \$1,185.00										
REQUIRED ESTIMATES TO ABIDE BY LAW AND POLICY. ALL AMOUNTS ARE NOT TO EXCEED.										

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT 2019 - 2020 SCHOOL CALENDAR

SEPTEMBER 2019 <table border="1" style="width: 100%; text-align: center;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td></td><td></td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						August/September: 2 - Labor Day 3, 4 - Staff In-Service Day 5 - First Day for Students 30 - Rosh Hashanah Total Days for Students: 17	FEBRUARY 2020 <table border="1" style="width: 100%; text-align: center;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> </table>	S	M	T	W	T	F	S	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	February: 3 - Early Dismissal - Students Pre-K-8 12, 13 - Early Dismissal - HS for Conferences 14, 17 - President's Weekend Total Days for Students: 18							
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JANUARY 2020 <table border="1" style="width: 100%; text-align: center;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </table>	S	M	T	W	T	F	S	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		January: 1 - New Year's Day Observed/Winter Recess 13, 14, 15, 16 Early Dismissal for LR Conferences 17 - Early Dismissal for all Students 20 - Martin Luther King Day 21, 22, 23, 24 - Early Dismissal HS Students - for Mid-Terms Total Days for Students: 21	JUNE 2020 <table border="1" style="width: 100%; text-align: center;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					June: 12 - Early Dismissal - HS Students & Staff only 16 - 19 Early Dismissal - HS Students only for Finals 23, 24 - Early Dismissal - Students & Staff* 24 - Tentative Last Day of School* 24- HS/MS Graduation Total Days for Students: 18														
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KEY: ☒ = No School for Students Only ☒ = No School for Students & Staff / = Early Dismissal Students & Staff ☐ = Early Dismissal Students Only	Marking Periods 1: Sept. 5 - Nov. 14 (45 days) 2: Nov. 15 - Jan. 31 (45 days) 3: Feb. 3 - Apr. 8 (45 days) 4: Apr. 20 - June 24 (45 days*)	Total days for teaching staff: 184 Total days for students: 180
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PARENT CONFERENCE DATES (FOUR HOUR SESSIONS)		
11/21/19	Pre-K - 3	Evening Conferences - CP, CL, RD, ST
11/22/19	Pre-K-3	Afternoon Conferences - CP, CL, RD, ST
11/25/19	HS	Evening Conferences - Grades 9-12
11/25/19	MS	Afternoon Conferences - Grades 6-8
11/26/19	HS	Afternoon Conferences - Grades 9-12
11/26/19	MS	Evening Conferences - Grades 6-8
12/02/19	MS	Afternoon Conferences - Grades 6-8
12/03/19	MS	Evening Conferences - Grades 6-8
1/13/20	LR	Evening Conferences - Grades 4-5
1/14/20	LR	Afternoon Conferences - Grades 4-5
1/15/20	LR	Evening Conferences - Grades 4-5
1/16/20	LR	Afternoon Conferences - Grades 4-5
2/12/20	HS	Evening Conferences - Grades 9-12
2/13/20	HS	Afternoon Conferences - Grades 9-12
3/11/20	Pre-K-3	Afternoon Conferences - CP, CL, RD, ST
3/12/20	Pre-K-3	Evening Conferences CP, CL, RD, ST

***Note:** Three extra days have been built into the calendar for emergencies, weather closings, etc. For each of these days not used, the District will be closed on the following dates: April 9, May 22, and May 26 (in this order). If **additional** emergency closing days need to be made up, they may be deducted from holiday weekends, spring break and, if still necessary, as half days beginning June 24, 2020 through June 26, 2020, at the discretion of the Superintendent.

- = Marking Period
- = Parent Conferences
- = Dates of proposed Board of Education meetings