

**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.

**ACTION MEETING** on February 24, 2020, Strathmore Elementary School, 282 Church St., Aberdeen, NJ.

**I. CALL TO ORDER**

President, Ms. Friedman called the Regular Action Meeting to order at 7:00 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 |
|          | Mr. Kevin Ahearn                 | Ms. Annette Ascoli               |
|          | Ms. Tara Martinez                | Mr. John Montone                 |
|          | Ms. Kizzie W. Osborne            | Ms. Shari Whalen                 |

Absent: Mr. Weymouth Brittingham

Also Dr. Joseph G. 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  
Mr. David Rubin, Board Counsel

**IV. PLEDGE OF ALLEGIANCE**

**V. BOARD PRESIDENT’S REPORT**

Ms. Friedman made the following statements:

- Ms. Friedman introduced Ms. Bera
  - Ms. Bera reviewed initiatives at Strathmore Elementary School and student presentations

**VI. SUPERINTENDENT’S REPORT**

Dr. Majka made the following statements:

- Dr. Majka introduced Mr. Bombardier and Ms. Perez for a presentation on the curriculum update and legislative update
  - Board questions on C&I presentation
- Dr. Majka introduced Mr. Ferreira for a budget revenue presentations
  - Board questions on C&I presentation
  - Board questions on estimated revenues

**VII. MINUTES**

It was moved by Mr. Ahearn seconded by Ms. Osborne and approved by a unanimous roll call vote to approve the following minutes.

- Re-Organization Meeting Minutes, January 6, 2020
- Committee of the Whole Meeting Minutes, January 13, 2020
- Executive Session Meeting Minutes, January 13, 2020
- Regular Action Meeting Minutes, January 27, 2020
- Executive Session Meeting Minutes, January 27, 2020

**BOARD PRESIDENT’S REPORT (continued)**

- Thanks to Board for the support during a challenging week with police matter
- The board’s goal is to provide a safe environment for staff and students
- The District continues to move forward and work with parents on goal to keep students safe
- Review of transportation policy and subscription application process for FY21

**VIII. STUDENT REPRESENTATIVE’S REPORT**

Anthony Peters made the following statements:

- None

**IX. CURRICULUM AND INSTRUCTION**

Mr. Bombardier reviewed the Curriculum and Instruction Agenda on which the Board will take action.

A motion was moved by Ms. Moore and seconded by Mr. Ahearn.

**X. SPECIAL SERVICES**

Ms. Perez reviewed the Special Services Agenda on which the Board will take action.

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

**XI. PERSONNEL**

Mr. Liebmann reviewed the Personnel Agenda on which the Board will take action.

A motion was moved by Ms. Moore and seconded by Mr. Ahearn.

**XII. POLICY**

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

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

**XIII. FINANCE**

Mr. Ferreira reviewed the Finance Agenda on which the Board will take action.

A motion was moved by Mr. Ahearn and seconded by Ms. Osborne.

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

- None

**XV. ACTION ON AGENDA ITEMS**

**CURRICULUM AND INSTRUCTION**

The following items were 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

**B. OTHER**

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following new courses for the Matawan-Aberdeen Middle School and the Matawan Regional High School for the 2020 – 2021 school year:

**Course Title:** Grade 6 Pre-Algebra – Middle School  
Advanced Topics in Latin Literature I – Prose – High School  
Advanced Topics in Latin Literature II – Poetry – High School  
Mindfulness Practices for Students – High School  
American Sign Language I – High School  
3D Design – High School

**Rationale:** Supports District Goal #1, Increase achievement for all students.

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from Realtime Information Technology, Inc. in the amount of \$700.00, and a donation from Imagine Learning in the amount of \$350.00, for staff breakfast and refreshments on the March 13, 2020 District In-Service Professional Development Day.

**SPECIAL SERVICES**

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

1. 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 Dates |
|---|--|-----------------|
| Communication Technology Resources<br>1 Scenic Drive<br>Highlands, NJ 07732<br>732-737-4298 | 2 Hour AAC Eval w/Report \$550.00<br>Hourly Consult Fee \$120.00 | 2/10/20-6/30/20 |
| Speech Academy LLC<br>666 Plainsboro Road<br>Plainsboro, NJ 08536<br>609-372-4613           | Speech Therapy \$120.00 per hour                                 | 2/24/20-6/30/20 |

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 and/or Extraordinary Services for 2019-2020 School Year.

| Student | School          | Cost        | Effective Dates |
|---------|-----------------|-------------|-----------------|
| 157588  | New Road School | \$34,300.00 | 2/3/20-6/30/20  |

**Rationale:** Change in student placement.

**Cost:** \$34,300.00

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

3. 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 | Provider     | Cost  | Effective Dates                     |
|---------|--------------|---|-------------------------------------|
| 160155  | Deron School | \$774.00 – Tuition was originally approved on 12/17/18 for \$43,025.06. Actual cost was \$43,799.06 | 2018/2019 School Year (retroactive) |
| 158098  | Deron School | \$774.00 – Tuition was originally approved on 1/28/19 for \$37,943.36. Actual cost was \$38,717.36  | 2018/2019 School Year (retroactive) |

**Cost:** \$1,548.00

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

4. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve bedside instruction for the following K.E.Y.S. student:

| Student | Provider   | Cost     | Effective Dates              |
|---------|--|----------|------------------------------|
| 164274  | Bridgeton Board of Education –<br>Inspira Health Network | \$300.00 | 1/7/20-1/13/20 (retroactive) |

**Cost:** \$300.00

**Account #:** 20-470-100-500-09-0000-0

**PERSONNEL**

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. RESIGNATIONS/RETIREMENTS**

Policy: 4121.1 Individual Contracts Certificated Staff  
4212.1 Individual Contracts Non-Certificated Staff

| Name   | Loc  | Position                          | Reason          | Hire Date | Effective Date           |
|--|------|-----------------------------------|-----------------|-----------|--------------------------|
| <b>Resignation/Retirement</b>                          |      |                                   |                 |           |                          |
| DiNola, Theresa<br>MA.TCH.LANG.ARTS.03                 | MAMS | Teacher of Language Arts/Literacy | Retirement      | 9/1/01    | 6/30/20                  |
| Miller, Anthony<br>MA.ADMSPT.IA.16                     | MAMS | Instructional Assistant           | Resignation     | 9/1/17    | 2/13/20 (Retroactive)    |
| <b>Extra-Curricular Activity Positions Resignation</b> |      |                                   |                 |           |                          |
| Name   | Loc  | Activity                          | Position        | Hire Date | Effective Date           |
| Peterson, Jacelyn                                      | HS   | Softball                          | Head Coach      | 8/26/19   | 1/29/20<br>(Retroactive) |
| George, Joseph   | HS   | Football                          | Assistant Coach | 6/17/19   | 1/29/20<br>(Retroactive) |
| Deegan, David  | MAMS | Baseball                          | Assistant Coach | 8/26/19   | 1/29/20<br>(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  |
|---|-------|---------------------------|------------------|--------------|--|
| Buchanan, Laura<br>RD.TCH.ELEM.01.04        | RD    | Elementary Teacher        | Personal Leave   | Without Pay  | 2/13/20-4/8/20<br>Amended Dates<br>Previously BOE<br>Approved 12/16/19 |
| Diaz-Valle, Evelyn<br>CL.ADMSPT.IA.01       | CL    | Instructional Assistant   | Personal Leave   | Without Pay  | 1/27/20-2/7/20<br>(Retroactive)  |
| Coughlin, Charlotte<br>HS.TCH.WORLD.LANG.04 | HS    | World Language Teacher    | Personal Leave   | Without Pay  | 2/11/20-2/12/20<br>(Retroactive)                                       |
| Debek, Ewa<br>CO.TRN.DRIVER.17              | CO    | Bus/Van Driver            | Medical Leave    | With Pay     | 1/6/20-2/25/20<br>(Retroactive)  |
| Blodgett, Madeleine<br>HS.TCH.WORLD.LANG.08 | MAMS  | Teacher of World Language | Personal Leave   | Without Pay  | 5/7/20-5/8/20  |
| Calvosa, Helena<br>CO.CST.SPEECH.08         | LR/ST | CST Speech Therapist      | Maternity Leave  | With Pay     | 5/18/20-6/12/20  |
|   |       |                           | Disability Phase | Without Pay  | 6/15/20-6/24/20  |
|   |       |                           | FMLA/NJFLA       | Without Pay  | 9/1/20-11/13/20  |
| Crawford, Emily<br>MA.TCH.LANG.ARTS.01      | MAMS  | Teacher of Language Arts  | Maternity Leave  | With Pay     | 4/20/20-6/24/20  |
|   |       |                           | Disability Phase | Without Pay  | 9/1/20-11/25/20  |
| Oczkowski, Christina<br>CP.TCH.PREK.04      | CP    | Preschool Teacher         | Maternity Leave  | With Pay     | 6/1/20-6/12/20   |
|   |       |                           | Disability Phase | Without Pay  | 6/15/20-6/24/20  |

**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/<br>Stipend<br>2019/2020<br>Salary Guide        | # Int | Replace<br>Reason | Effective<br>Dates  |
|----------------------------------|-----------------|--|-----------|--|-------|-------------------|---|
| Roche, Jaime<br>CO.CST.SPEECH.13 | RD/<br>District | CST Speech<br>Language<br>Specialist P/T | Step E-06 | \$64,030.00<br>@0.83% FTE =<br>\$53,144.90<br>Prorated | 6     | New Position      | 2/10/20-<br>6/30/20<br>Amended Start<br>Date Previously<br>Approved<br>12/16/19 |

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

**2. Home Instruction 2019-2020 School Year**

| ID.    | Subject                     | School | Classroom<br>Teacher    | Home<br>Instruction<br>Teacher | Hours<br>Per<br>Week | No. of<br>Weeks | Total Hours<br>Per Subject/<br>Class | Effective Dates                  |
|--------|-----------------------------|--------|-------------------------|--------------------------------|----------------------|-----------------|--------------------------------------|----------------------------------|
| 160004 | Language<br>Arts            | MAMS   | Monro,<br>Christine     | Raiola, Amy                    | 2.5                  | 4               | 10                                   | 1/16/20-2/16/20<br>(Retroactive) |
| 160004 | Math                        | MAMS   | Toomey,<br>Joanne       | Toomey,<br>Joanne              | 2.5                  | 4               | 10                                   | 1/16/20-2/16/20<br>(Retroactive) |
| 160004 | Science                     | MAMS   | Hillyer,<br>Patricia    | Hillyer,<br>Patricia           | 2.5                  | 4               | 10                                   | 1/16/20-2/16/20<br>(Retroactive) |
| 160004 | Social<br>Studies           | MAMS   | Bloss,<br>Justin        | Smolokoff,<br>Mary Beth        | 2.5                  | 4               | 10                                   | 1/16/20-2/16/20<br>(Retroactive) |
| 158900 | Biology<br>Honors           | HS     | Tomasello,<br>Louise    | Tomasello,<br>Louise           | 2.5                  | 8               | 20                                   | 1/23/20-3/22/20<br>(Retroactive) |
| 158900 | English 1<br>Honors         | HS     | Pape,<br>Kimberly       | Kaiser,<br>Heather             | 2.5                  | 8               | 20                                   | 1/23/20-3/22/20<br>(Retroactive) |
| 158900 | Algebra 2<br>Honors         | HS     | Burns,<br>Kevin         | Wietecha,<br>Corinne           | 2.5                  | 8               | 20                                   | 1/23/20-3/22/20<br>(Retroactive) |
| 158900 | World<br>Cultures<br>Honors | HS     | Harrington,<br>Meghan   | Kaiser,<br>Heather             | 2.5                  | 8               | 20                                   | 1/23/20-3/22/20<br>(Retroactive) |
| 159385 | Math                        | MAMS   | Cahill,<br>Laura        | Cahill, Laura                  | 2.5                  | 9               | 22.5                                 | 1/21/20-3/20/20<br>(Retroactive) |
| 159385 | Social<br>Studies           | MAMS   | Bebel,<br>Helen         | Tarrazi, Dylan                 | 2.5                  | 9               | 22.5                                 | 1/21/20-3/20/20<br>(Retroactive) |
| 159385 | Language<br>Arts            | MAMS   | Spafford,<br>Dana       | Raiola, Amy                    | 2.5                  | 9               | 22.5                                 | 1/21/20-3/20/20<br>(Retroactive) |
| 159385 | Science                     | MAMS   | Towle,<br>Catherine     | Smolokoff,<br>Mary Beth        | 2.5                  | 9               | 22.5                                 | 1/21/20-3/20/20<br>(Retroactive) |
| 159450 | Math                        | MAMS   | Bliss,<br>Jacqueline    | Toomey,<br>Joanne              | 2.5                  | 5               | 12.5                                 | 1/28/20-2/28/20<br>(Retroactive) |
| 159450 | Language<br>Arts            | MAMS   | Reistrom,<br>Meghan     | D'Agostino,<br>Nicole          | 2.5                  | 5               | 12.5                                 | 1/28/20-2/28/20<br>(Retroactive) |
| 158563 | US History 1                | HS     | Barrett,<br>Edward      | Kaiser,<br>Heather             | 2.5                  | 1               | 2.5                                  | 2/3/20-2/10/20<br>(Retroactive)  |
| 158563 | English 2                   | HS     | Friscia,<br>Mary Jane   | Kaiser,<br>Heather             | 2.5                  | 1               | 2.5                                  | 2/3/20-2/10/20<br>(Retroactive)  |
| 158563 | Algebra 1                   | HS     | Kish, Sheryl            | Milan,<br>Gregory              | 2.5                  | 1               | 2.5                                  | 2/3/20-2/10/20<br>(Retroactive)  |
| 158563 | Chemistry                   | HS     | Olechnowicz,<br>Jeffrey | Milan,<br>Gregory              | 2.5                  | 1               | 2.5                                  | 2/3/20-2/10/20<br>(Retroactive)  |

| I.D.   | Subject        | School | Classroom Teacher | Home Instruction Teacher | Hours Per Week | No. of Weeks | Total Hours Per Subject/Class | Effective Dates              |
|--------|----------------|--------|-------------------|--------------------------|----------------|--------------|-------------------------------|------------------------------|
| 157588 | Math           | HS     | OOD               | Booth, Kelly             | 2.5            | 8            | 20                            | 12/2/19-2/2/20 (Retroactive) |
| 157588 | English        | HS     | OOD               | Booth, Kelly             | 2.5            | 8            | 20                            | 12/2/19-2/2/20 (Retroactive) |
| 157588 | ELA            | HS     | OOD               | Booth, Kelly             | 2.5            | 8            | 20                            | 12/2/19-2/2/20 (Retroactive) |
| 157588 | Social Studies | HS     | OOD               | Booth, Kelly             | 2.5            | 8            | 20                            | 12/2/19-2/2/20 (Retroactive) |
| 157588 | Speech         | HS     | OOD               | ALLCARE                  | .5             | 8            | 4                             | 12/2/19-2/2/20 (Retroactive) |

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   |
|------------------|-----------------------------|---|---|
| Vallillo, Payton | Brookdale Community College | Alycia Svenson<br>CL.TCH.ELEM.01.03<br>Shannon Polakowski<br>CL.TCH.SPECIAL.ED.03 | CL – Elementary/Special Education Student Observer Spring 2020      |
| Pereira, Paulina | Monmouth University         | Kelly Robbins<br>HS.TCH.SPECIAL.ED.01   | HS – Math Student Observer Early Field Placement Spring 2020        |
| Joswick, Chloe   | Monmouth University         | Jo Ann Layton<br>MA.TCH.SCIENCE.06  | MAMS – Chemistry Student Observer Early Field Placement 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                      |
|----------------------------|-----|-------------------------------------|----------------------------|-------------------------|-------------------------------------|
| <b>Athletic Activities</b> |     |                                     |                            |                         |                                     |
| Lasko, Andrew              | HS  | Tennis (Boy’s)                      | Head Coach Spring          | Step – 2<br>\$5,630.00  | 2019/2020 School Year               |
| <b>Non-Athletics</b>       |     |                                     |                            |                         |                                     |
| Groninger, Rebecca         | HS  | Substance Awareness                 | Coordinator                | \$5,750.00              | 2019/2020 School Year (Retroactive) |
| Weibel, Charles            | HS  | Robotics Club                       | Advisor                    | \$1,320.00              | 2019/2020 School Year               |
| <b>Hourly Activities</b>   |     |                                     |                            |                         |                                     |
| Graber, Joseph             | HS  | Strength & Conditioning Weight Room | Training Instructor Spring | \$25.00/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        |
|-----------------|-------------|-----------|-----------------------|
| Brown, Eric     | High School | Wrestling | 2019/2020 School Year |
| Downey, John F. | High School | Wrestling | 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. Staff Array Changes – 2019/2020 School Year

| Name                                      | Loc/Fte   | Current Assignment   | Loc/Fte  | New Assignment   | Effective Dates/<br>Reason  |
|---|---|--|--|--|---|
| CISEK, PAUL<br>HS.ADMSP.TA.10             | HS – 1.00   | Instructional Assistant  | MS – 1.00  | Instructional Assistant<br>MA.ADMSP.TA.16  | 2/18/20-6/30/20<br>(Retroactive)  |
| Foti, Stephanie<br>LR.TCH.SPECIAL.ED.06   | LR – 1.00   | In Class Resource  | LR – 1.00  | MD Class   | 1/31/20-6/30/20<br>(Retroactive)  |
| Torres, Ariana<br>MA.TCH.ES.02            | MS – 1.00   | SPS Guidance<br>Counselor Replacement<br>Position  | CO – 1.00  | Secretary 12 Months<br>Special Services<br>Step-02 \$29,055.00 +<br>\$1,485.00 BA Stipend =<br>\$30,540.00<br>CO.ADMSP.TS.SEC.03   | 3/1/20-6/30/20  |
| Milan, Gregory<br>HS.TCH.SCIENCE.07       | HS – 0.24<br>HS – 0.24<br>HS – 0.20<br>HS – 0.20<br>HS - 0.12 | Biology Lab Honors<br>Chemistry Lab POR<br>Meteorology<br>Astronomy<br>Foundations of<br>Biology | HS – 0.24<br>HS – 0.24<br>HS – 0.20<br>HS – 0.20<br>HS - 0.12<br>HS – 0.08 O/L | Biology Lab Honors<br>Chemistry Lab POR<br>Meteorology<br>Astronomy<br>Foundations of Biology<br>Lab Days for Lab<br>Chemistry Honors &<br>Academy Chemistry O/L<br>11-140-100-101-11-0000-1 | Varma FMLA<br>2/18/20-4/9/20<br>Reduced Teaching<br>Schedule<br>(Retroactive) |
| Olechnowicz, Jeffrey<br>HS.TCH.SCIENCE.12 | HS – 0.72<br>HS – 0.24<br>HS – 0.04                           | Chemistry Lab<br>Chemistry Lab Honors<br>Extra Duty  | HS – 0.72<br>HS – 0.24<br>HS – 0.04<br>HS – 0.16 O/L                           | Chemistry Lab<br>Chemistry Lab Honors<br>Extra Duty<br>Lab Chemistry Honors O/L<br>11-140-100-101-11-0000-1  | Varma FMLA<br>2/18/20-4/9/20<br>Reduced Teaching<br>Schedule<br>(Retroactive) |
| Fitzgerald, Conor<br>HS.TCH.SPECIAL.ED.17 | HS – 0.50<br>HS – 0.25<br>HS – 0.25                           | Biology Lab – POR<br>Chemistry Lab – POR<br>Foundations of Biology                               | HS – 0.50<br>HS – 0.25<br>HS – 0.25<br>HS – 0.04 O/L                           | Biology Lab – POR<br>Chemistry Lab – POR<br>Foundations of Biology<br>Lab Day for Academy<br>Chemistry O/L<br>11-213-100-101-11-0000-2   | Varma FMLA<br>2/18/20-4/9/20<br>Reduced Teaching<br>Schedule<br>(Retroactive) |
| Weibel, Charles<br>HS.TCH.SCIENCE.04      | HS – 0.25<br>HS – 0.25<br>HS – 0.25<br>HS – 0.25              | Academy Physics Lab<br>Academy Engineering<br>AP Physics C<br>Physics Lab Honors                 | HS – 0.25<br>HS – 0.25<br>HS – 0.25<br>HS – 0.25<br>HS – 0.20 O/L              | Academy Physics Lab<br>Academy Engineering<br>AP Physics C<br>Physics Lab Honors<br>Academy Chemistry O/L<br>11-140-100-101-11-0000-1  | Varma FMLA<br>2/18/20-4/9/20<br>Reduced Teaching<br>Schedule<br>(Retroactive) |
| Wallace, Eileen<br>MA.TCH.PHYSED.05       | MS – 1.00<br>MS – 0.17<br>O/L                                 | Physical Education/Health<br>Education Gr 6-8<br>11-130-100-101-11-<br>0000-1                    | MS – 1.00  | Physical Education/Health<br>Education Gr 6-8<br>11-130-100-101-11-0000-1  | Wallace<br>2/18/20-6/30/20<br>(Retroactive)                                   |
| Vasilenko, Nicolas<br>MA.TCH.PHYSED.06    | MS – 1.00   | Physical Education/Health<br>Education Gr 6-8<br>11-130-100-101-11-<br>0000-1                    | MS – 1.00<br><br>MS – 0.17 O/L   | Physical Education/Health<br>Education Gr 6-8<br>Challenger Health & PE<br>Teacher O/L<br>11-130-100-101-11-0000-1   | Wallace<br>2/18/20-6/30/20<br>(Retroactive)                                   |

## 8. PIT Musician – MAMS Spring Musical 2019-2020 School Year

| Name               | Activity    | Number Shows | Cost                       | Total    | Effective                   |
|--------------------|-------------|--------------|----------------------------|----------|-----------------------------|
| Macirowski, Andrew | Reed Book 1 | 7            | \$70.00/per<br>performance | \$490.00 | 2019/2020<br>Spring Musical |
| Hengali, Lauren    | Reed Book 3 | 7            | \$70.00/per<br>performance | \$490.00 | 2019/2020<br>Spring Musical |
| Schoenfeld, Adam   | Trumpet 1   | 7            | \$70.00/per<br>performance | \$490.00 | 2019/2020<br>Spring Musical |
| Swinchowski, Carol | Trombone    | 7            | \$70.00/per<br>performance | \$490.00 | 2019/2020<br>Spring Musical |
| Cattley, Gary      | Bass        | 7            | \$70.00/per<br>performance | \$490.00 | 2019/2020<br>Spring Musical |



| Name         | Activity | Number Shows | Cost                    | Total    | Effective                |
|--------------|----------|--------------|-------------------------|----------|--------------------------|
| Kovac, Randy | Drums    | 7            | \$70.00/per performance | \$490.00 | 2019/2020 Spring Musical |

Account # 11-401-100-100-11-0000-2 - \$70.00/Performance – 7 Performances

**9. Professional Development Day – Call for Proposals, March 13, 2020**

| Name                                      | Location | Activity         |
|---|----------|------------------|
| Bliss, Jacqueline<br>MA.TCH.SPECIAL.ED.21 | MAMS     | PD Day Presenter |
| Brereton, Helen<br>ST.TCH.BASIC.SK.02     | ST       | PD Day Presenter |
| Cardinoza, Kimberly<br>CO.CST.BEHAVIOR.02 | CP       | PD Day Presenter |
| Cherence, Christine<br>CL.TCH.ELEM.01.02  | CL       | PD Day Presenter |
| Claudio, Shannon<br>HS.TCH.VOCPRACART.01  | HS       | PD Day Presenter |
| Colaneri, Joni<br>ST.TCH.ELEM.03.01       | ST       | PD Day Presenter |
| Gross, Zachary<br>HS.TCH.ES.01            | HS       | PD Day Presenter |
| Hausmann, Kathryn<br>ST.TCH.BASIC.SK.01   | ST       | PD Day Presenter |
| Kaiser, Heather<br>HS.TCH.SOCIAL.06       | HS       | PD Day Presenter |
| Mc Kurth, Julie<br>HS.TCH.PE.09           | HS       | PD Day Presenter |
| Marion, Colleen<br>ST.TCH.ELEM.KD.02      | ST       | PD Day Presenter |
| Provines, Effie<br>HS.TCH.MATH.08         | HS       | PD Day Presenter |
| Reistrom, Meghan<br>MA.TCH.SPECIAL.ED.19  | MAMS     | PD Day Presenter |
| Rocco, Sandra<br>ST.TCH.SPECIAL.ED.04     | ST       | PD Day Presenter |
| Steven, Roderick<br>MA.TCH.FINEARTS.01    | MAMS     | PD Day Presenter |
| Trezza, Andrea<br>CO.CST.BEHAVIOR.01      | CL       | PD Day Presenter |
| Werner, Kelli<br>CL.TCH.SPECIAL.ED.02     | CL       | PD Day Presenter |

Cost: Two Hours (2) at \$30.00 per Hour for Planning Purposes

Account #: 20-280-200-100-04-0000-0

**10. Other**

**a. 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 10, 2020.

| Incidents Reported | Confirmed Incidents |
|--------------------|---------------------|
| 4                  | 3                   |

**b. Speech & Debate Chaperone**

Kevin Cotter 12.5 Hours - \$30.00/Hour = \$375.00 (Retroactive – January 11, 2020) – Account # 11-401-100-100-11-0000-2

Lauren Sodono 15 Hours - \$30.00/Hour = \$450.00 (Retroactive – January 11, 2020) – Account # 11-401-100-100-11-0000-2

**c. Administrative Contracts 2020/2021**

1. School Business Administrator/Board Secretary Contract for 2019/2020 School Year; approved by the Executive County Superintendent
2. Assistant Superintendent for Curriculum and Instruction Contract for 2019/2020 School Year; approved by the Executive County Superintendent
3. Assistant Superintendent for Special Services and Programs Contract for 2019/2020 School Year; approved by the Executive County Superintendent

**d. Employee #6136 Administrative Leave with Pay - 1/31/20 – 3/31/20 (Retroactive)**

**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 and adopt the second reading the following policy/regulation:

**M** indicates mandated by State law

| <b>Series</b> | <b>Category</b> | <b>Policy/<br/>Regulation<br/>#</b> | <b>Title</b>                       |
|---------------|-----------------|-------------------------------------|------------------------------------|
| 5000          | Students        | R 5460                              | High School Graduation – Option II |

**FINANCE**

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

**A. BUSINESS OPERATIONS**

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

**1. Payroll for January 2020 and Bills List for February 2020** (Available for review in Board Secretary’s Office)

Policy #6470 Payment of Claims

|                                  |                       |
|----------------------------------|-----------------------|
| <b>January 2020, Payroll</b>     | \$3,777,998.75        |
| <b>February 2020, Bills List</b> | \$4,135,276.38        |
| <b>TOTAL</b>                     | <b>\$7,913,275.13</b> |

**2. Transfer of Funds for December 2019** (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 **December 2019** as presented.

**3. S-1701 Reporting for December 2019**

Board Secretary Report for **December 2019**

BE IT RESOLVED, that the Report of the Secretary to the Board of Education and the Report of the Treasurer of School Monies for **December 2019**, 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 **December 31, 2019**, 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

February 24, 2020  
 Date

**4. District Organization Chart – 2019/20**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the District Organization Chart for the 2019/20 school year.

**5. 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 School as their emergency shelter for the 2019/20 school year, per State School Safety requirements.

**6. Use of Strathmore Elementary School as an Emergency Shelter**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Temple Beth Ahm Preschool to use Strathmore Elementary as an emergency evacuation site for the 2019/20 school year, per State School Safety requirements.

**7. Matawan-Aberdeen Regional School District Purchasing Manual**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education adopt the 2019/20 Matawan-Aberdeen Regional School District Purchasing Manual.

**8. Sale or Disposal of Assets**

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education deems the property listed below to be surplus property which is no longer useful for school purposes, and

WHEREAS, the value of said property is estimated to be as enumerated below,

THEREFORE, be it resolved that the Matawan-Aberdeen Regional School District Board of Education authorize the Business Administrator to offer the property for sale to other public entities without advertisement for bids in accordance with 18A:18A-45c-f.

| <b>Equipment Description</b> | <b>Quantity</b> | <b>Unit Cost</b> |
|------------------------------|-----------------|------------------|
| Wrestling Mat                | 5               | \$100            |
| Brocade ICX 6610-24          | 6               | \$809            |
| Brocade ICX 6610-48          | 4               | \$1,189          |
| Brocade ICX 6450-48          | 36              | \$478            |
| Brocade ICX 6450-48p         | 53              | \$604            |
| Brocade 10G-SFPP-LR          | 12              | \$626            |
| Brocade 10G-SFPP-LRM         | 54              | \$341            |
| Vertex Charger Stand         | 1               | \$20             |
| Bear Com 6 Way Charger       | 1               | \$20             |
| Dell Optiplex 620            | 1               | \$25             |
| Dell Optiplex 755            | 6               | \$25             |
| Dell Optiplex 760            | 4               | \$25             |
| Dell Optiplex 790            | 60              | \$25             |
| Dell Optiplex 960            | 54              | \$25             |
| Dell Optiplex 990            | 13              | \$25             |
| Dell Latitude E5430          | 41              | \$25             |

**9. Development of Specifications for High School Football Turf and Athletic Track Replacement**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the development of specifications for the High School Football Turf and Athletic Track replacement by the Architect Firm, Fraytak, Veisz, Hopkins, Duthie, P.C. (FVHD) at a cost of \$95,000.

**10. Fire and Evacuation Drills**

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

| School Name                    | Security Drill Type                 | Date & Time        |
|--------------------------------|-------------------------------------|--------------------|
| Cambridge Park Preschool       | Medical Emergency, Shelter in Place | 1/9/20 @ 2:00 pm   |
| Cambridge Park Preschool       | Fire Drill                          | 1/14/20 @ 9:11 am  |
| Cliffwood Elementary School    | Fire Drill                          | 1/14/20 @ 9:45 am  |
| Cliffwood Elementary School    | Medical Emergency, Shelter in Place | 1/17/20 @ 9:45 am  |
| Lloyd Road Elementary School   | Lock Down                           | 1/14/20 @ 12:01 pm |
| Lloyd Road Elementary School   | Fire Drill                          | 1/22/20 @ 9:50 am  |
| Lloyd Road Elementary School   | Medical Emergency, Shelter in Place | 1/24/20 @ 1:50 pm  |
| Matawan-Aberdeen Middle School | Fire Drill                          | 1/7/20 @ 1:30 pm   |
| Matawan-Aberdeen Middle School | Medical Emergency, Shelter in Place | 1/22/20 @ 1:30 pm  |
| Matawan Regional High School   | Fire Drill                          | 1/6/20 @ 10:05 am  |
| Matawan Regional High School   | Medical Emergency                   | 1/9/20 @ 8:23 am   |
| Ravine Drive Elementary School | Fire Drill                          | 1/10/20 @ 11:26 am |
| Ravine Drive Elementary School | Lock Down                           | 1/17/20 @ 11:00 am |
| Strathmore Elementary School   | Fire Drill                          | 1/2/20 @ 9:32 am   |
| Strathmore Elementary School   | Shelter in Place                    | 1/3/20 @ 2:30 pm   |

**XVI. UNFINISHED BUSINESS**

- Food Service – Volunteers for subcommittee
  - Ms. Martinez, Mr. Montone, Ms. Ascoli (Ms. Whalen – Alternate)

**XVII. NEW BUSINESS**

- Board discussion regarding Matawan Aberdeen Education Foundation
  - Grant recipients to be recognized at the June 15, 2020 meeting
  - Cambridge Park grants for STEAM program
  - Lloyd Road family night

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

- P1 – District employees – flyer under personnel web page regarding needs for sub teachers through ESS

**XIX. 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 30 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action will not take place.

It was moved by Ms. Martinez seconded by Ms. Osborne that the Board convene in Executive Session and approved by a unanimous voice vote at 9:02 pm.

The Board returned to Open Session at 9:32 pm.

**XX. ADJOURNMENT**

On a motion by Ms. Osborne seconded by Ms. Moore and a unanimous roll call vote the Board adjourned the meeting at 9:33 pm.

Respectfully submitted,



Alex Ferreira  
School Business Administrator/Board Secretary

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR ACTION MEETING  
FEBRUARY 24, 2020**

*Curriculum and Instruction Attachment #1*

| NAME                 | BLDG | DATES   | LOCATION  | TITLE   | REGIS FEE   | Transportation | LODGING      | MEALS/<br>MISC. | TOTAL        | SUB<br>YES/NO |
|----------------------|------|---|---|---|-------------|----------------|--------------|-----------------|--------------|---------------|
| LoStocco,<br>Justine | MS   | 3/6/2020  | Georgian Court<br>University<br>Lakewood, NJ                        | Monmouth County School<br>Counselors Association<br>Good Ideas Conference     | \$0.00      | \$0.00         | \$0.00       | \$0.00          | \$0.00       | NO            |
| Bombardier,<br>John  | CO   | 3/11/2020   | Education Services<br>Commission of New<br>Jersey<br>Piscataway, NJ | New Jersey Department of<br>Education - ESEA Consultation<br>Requirements     | \$0.00      | \$0.00         | \$0.00       | \$0.00          | \$0.00       | NO            |
| Ferreira,<br>Alex    | CO   | 3/19/2020   | Hilton Garden<br>Rockaway, NJ                                       | New Jersey Association of<br>School Business Officials<br>Purchasing Workshop | \$100.00*** | \$4.90***      | \$0.00       | \$0.00          | \$104.90***  | NO            |
| Czimcharo,<br>Joseph | CO   | 3/22/2020,<br>3/23/2020,<br>3/24/2020,<br>3/25/2020 | Harrah's Resort<br>Atlantic City, NJ                                | New Jersey School Building &<br>Grounds Association<br>Conference & Expo      | \$0.00      | \$109.26****   | \$192.00**** | \$205.00****    | \$506.26**** | NO            |
| Bombardier,<br>John  | CO   | 04/01/2020,<br>04/02/2020,<br>04/03/2020            | Imagine Learning<br>Headquarters<br>Provo, UT                       | Imagine Learning<br>Partnership Forum   | \$0.00      | \$100.00*      | \$0.00       | \$100.00*       | \$200.00*    | NO            |
| Perez,<br>Nelyda     | CO   | 04/01/2020,<br>04/02/2020,<br>04/03/2020            | Imagine Learning<br>Headquarters<br>Provo, UT                       | Imagine Learning<br>Partnership Forum   | \$0.00      | \$100.00*      | \$0.00       | \$100.00*       | \$200.00*    | NO            |
| Lazur,<br>Margaret   | CP   | 4/28/2020   | Robert Wood Johnson<br>Conference Center<br>Mercerville, NJ         | Tools of the Mind<br>2020 Communities of Practice<br>Event                    | \$150.00*   | \$0.00         | \$0.00       | \$0.00          | \$150.00*    | NO            |
| Ripple,<br>Susan     | CP   | 4/28/2020   | Robert Wood Johnson<br>Conference Center<br>Mercerville, NJ         | Tools of the Mind<br>2020 Communities of Practice<br>Event                    | \$150.00*   | \$21.49*       | \$0.00       | \$0.00          | \$171.49*    | NO            |

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR ACTION MEETING  
FEBRUARY 24, 2020**

| NAME  | BLDG      | DATES                   | LOCATION                           | TITLE  | REGIS FEE  | Transportation | LODGING | MEALS/<br>MISC. | TOTAL      | SUB<br>YES/NO |
|---|-----------|-------------------------|------------------------------------|--|------------|----------------|---------|-----------------|------------|---------------|
| Alli,<br>Asma   | CL        | 5/28/2020               | Hyatt Regency<br>New Brunswick, NJ | NJTESOL/NJBE<br>Equity for Language Learners | \$234.00** | \$0.00         | \$0.00  | \$0.00          | \$234.00** | NO            |
| Blodgett,<br>Madeleine  | HS/<br>MS | 5/28/2020               | Hyatt Regency<br>New Brunswick, NJ | NJTESOL/NJBE<br>Equity for Language Learners | \$234.00** | \$0.00         | \$0.00  | \$0.00          | \$234.00** | YES           |
| Borchers,<br>Sheri  | HS        | 5/28/2020               | Hyatt Regency<br>New Brunswick, NJ | NJTESOL/NJBE<br>Equity for Language Learners | \$234.00** | \$0.00         | \$0.00  | \$0.00          | \$234.00** | YES           |
| Kapadia,<br>Vishakha  | RD        | 5/28/2020,<br>5/29/2020 | Hyatt Regency<br>New Brunswick, NJ | NJTESOL/NJBE<br>Equity for Language Learners | \$314.00** | \$0.00         | \$0.00  | \$0.00          | \$314.00** | NO            |
| Leslie,<br>Kathryn  | LR        | 5/28/2020,<br>5/29/2020 | Hyatt Regency<br>New Brunswick, NJ | NJTESOL/NJBE<br>Equity for Language Learners | \$314.00** | \$0.00         | \$0.00  | \$0.00          | \$314.00** | YES           |
| Oguerck,<br>Mayra   | HS        | 5/28/2020               | Hyatt Regency<br>New Brunswick, NJ | NJTESOL/NJBE<br>Equity for Language Learners | \$234.00** | \$0.00         | \$0.00  | \$0.00          | \$234.00** | YES           |
| Spaur,<br>Isabel  | ST        | 5/28/2020               | Hyatt Regency<br>New Brunswick, NJ | NJTESOL/NJBE<br>Equity for Language Learners | \$234.00** | \$0.00         | \$0.00  | \$0.00          | \$234.00** | YES           |
|   |           |                         |                                    |  |            |                |         | <b>TOTAL</b>    | \$3,130.65 |               |
| *Amount being charged to Account #11-000-223-580-04-0000-0  |           |                         |                                    |  |            |                |         |                 |            |               |
| **Amount being charged to Account #20-241-200-580-00-0000-0   |           |                         |                                    |  |            |                |         |                 |            |               |
| ***Amount being charged to Account #11-000-251-580-11-0000-0  |           |                         |                                    |  |            |                |         |                 |            |               |
| ****Amount being charged to Account #11-000-261-890-12-0000-0   |           |                         |                                    |  |            |                |         |                 |            |               |
| Substitutes costs will vary as follows: BA with Certification - \$118.50 per day; BA only - \$104.56 per day, NTE: \$711.00 |           |                         |                                    |  |            |                |         |                 |            |               |
| REQUIRED ESTIMATES TO ABIDE BY LAW AND POLICY. ALL AMOUNTS ARE NOT TO EXCEED.   |           |                         |                                    |  |            |                |         |                 |            |               |