

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 11, 2019, Administration Building, One Crest Way, Aberdeen, NJ.

I. CALL TO ORDER

President, Ms. Friedman called the Committee of the Whole Meeting to order at 7:02 pm.

II. PLEDGE OF ALLEGIANCE

III. 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 February 1, 2019 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.”

IV. ROLL CALL

Present:	Ms. Allison Friedman - President	Ms. Anissa Esposito - Vice President
	Mr. Kevin Ahearn	Mr. Weymouth Brittingham
	Dr. Jeff Delaney	Mr. John Montone
	Ms. Randi Moore	Ms. Shari Whalen

Absent: Ms. Joelle Nappi

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

V. SUPERINTENDENT’S REPORT

Dr. Majka made the following statements:

- Dr. Majka introduced Mr. Ferreira for budget presentation on appropriations

VI. BOARD PRESIDENT’S REPORT

Board President, Ms. Friedman made the following statements:

- Budget
 - Thanks to admin team for maintaining programs
 - Impact on state aid
 - Support of Mayor’s
 - Board will advocate with legislators for future state aid
- Youth Cheer – success of future huskies

VII. 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 25, 2019 Regular Action Meeting. Mr. Ahearn abstained from discussion regarding Item B.2.

A motion was moved by Ms. Esposito and seconded by Dr. Delaney.

- Board had comments on QSAC process and scores. Mr. Bombardier reviewed QSAC process

B. OTHER

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve an agreement with Hackensack Meridian Health and the American Heart Association to provide training for 9th grade students in Cardiopulmonary Resuscitation (CPR) on April 10 and April 11, 2019.

Rationale: Supports District Goal #4: Promote a positive, supportive and safe school climate that embraces kindness, diversity, individuality and respect for all. Objective 1: Maintain a safe, healthy and supportive environment; Objective 2: Establish cohesive relationship between students, educators and the community.

Cost: No cost to district

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the 2018-2019 NJ Quality Single Accountability Continuum (NJQSAC) placement results indicating that the district has satisfied at least 80% of the weighted indicators in each of the five QSAC areas below. As a result of the QSAC review process the district has been designated as “high performing”.

NJQSAC Areas	Initial Placement
Instruction and Program	81%
Fiscal Management	96%
Governance	87%
Operations	97%
Personnel	100%

Rationale: Pursuant to the requirements of N.J.A.C. 6A:30 the Matawan-Aberdeen Regional School District has undergone the New Jersey Quality Single Accountability Continuum (NJQSAC) review. The Monmouth Executive County Superintendent and team conducted a review of the district’s performance against critical indicators in all five NJQSAC areas. Based on that review, the district has been placed on a continuum in five areas: instruction and program, fiscal management, governance, operations, and personnel. The complete NJQSAC results, including county office verification of the district’s self-assessment has resulted in the district receiving the placement scores for each area as listed above.

VIII. SPECIAL SERVICES

Ms. Perez reviewed the Special Services Agenda on which the Board will take action at the March 25, 2019 Regular Action Meeting.

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

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following students to attend an Out of District placement for the 2018-2019 School Year.

Student	Classification	School	Cost	Effective Dates
158861	Autistic	Harbor School	84,987.00	2/4/19-6/30/19

Cost: \$56,007.00 **Account#:** 11-000-100-566-09-0000-0

Cost: \$28,980.00 **Account#:** 11-000-217-320-09-0000-0

Rationale: Current Out of District Placement, placement changed.

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following Tuition Adjustment for the 2015-2016 School Year.

Student	Classification	School	Cost	Effective Dates
155453	Emotionally Disturbed	Bonnie Brae	\$770.34 – originally approved for \$19,610.00 5/23/16. Actual cost is \$20,380.34	5/2/16-6/30/16

Cost: \$770.34 **Account#:** 11-000-217-320-09-0000-0

Rationale: The Out of District School was audited therefore there was a tuition adjustment.

IX. PERSONNEL

Mr. Liebmann reviewed the Personnel Agenda requesting the Board take action on Item 1, 2, 3 and 4. The remainder of the items will be presented for action at the March 25, 2019 Regular Action Meeting.

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

- Board had a comment on the Assistant School Business Administrator position

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
Staff Resignation					
Koch, Bridget RD.TCH.ES.NURSE.01	RD	School Nurse	Resignation	9/1/2010	4/26/2019
Stelluto, Jennifer CL.TCH.SPECIAL.ED.05	CL	Teacher of Special Education	Resignation	9/1/2015	6/24/2019
Mesko, Cindy HS.TCH.BUSINESS.01	HS	Teacher of Business	Resignation	10/7/2014	6/24/2019
Santoro, Danielle MA.TCH.SPECIAL.ED.1	MA	Teacher of Special Education	Resignation	4/13/2004	6/24/2019
Extra-Curricular Activities - Resignation					

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
Nazarian, Gloria CO.TRN.ASST.04	CO	Transportation Assistant	Medical Leave	With Pay Without Pay	1/8/19 PM-3/20/19 3/21/19-3/22/19 (Retroactive)
Lambert, Lynne MA.TCH.MATH.06	MA	Teacher	Personal Leave	Without Pay	5/1/19-5/6/19
Van Dewater, Erin CP.TCH.SPECIAL.ED.09	CL	Replacement Teacher	Personal Leave	Without Pay	2/5/19 and 2/26/19 PM (Retroactive)
Lepre, Denise RD.TCH.FINEARTS.ART	RD	Teacher	Medical Leave	With Pay	3/4/19-6/14/19 (Retroactive)
Lenihan, Christine RD.TCH.ELEM.KD.03	RD	Teacher	Maternity Leave Disability Phase FMLA/NJFLA	With Pay Without Pay	4/26/19-6/24/19 9/4/19-11/26/19
Debek, Ewa CO.TRN.DRIVER.17	CO	Bus/Van Driver	Medical Leave	With Pay	2/12/19-3/4/19 (Retroactive)
Rizzo, Shannon CO.TRN.DRIVER.08	CO	Bus/Van Driver	Medical Leave	With Pay	2/26/19-3/5/19 (Retroactive)
Griffith, Elizabeth CP.ADMSPT.IA.04	CP	Instructional Assistant	Personal Leave	Without Pay	2/28/19-3/6/19 (Retroactive)
Baldasserini, Andre HS.TCH.FINEART.MU.01	HS	Teacher	Medical Leave	Without Pay	3/1/19 and 3/5/19 Half Day-TBD
Pickell, Lee HS.TCH.SPECIAL.ED.13	HS	Teacher	Personal Leave	Without Pay	3/18/19 (Retroactive)
Coccio, Isabelle HS.ADMSPT.IA.07	HS	Instructional Assistant	Personal Leave	Without Pay	5/1/19-5/3/19

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

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

Name	Loc	Position	Step	Salary/ Stipend	# Int	Replace Reason	Effective Dates
TBD LR.LITERACY.INTERV.1	LR	Title I Literacy Interventionist P/T	TBD	TBD	TBD	New Position	TBD-6/30/19
TBD CO.TRN.ASST.02	CO	Transportation Assistant	TBD	TBD	TBD	Howell (Transfer)	TBD-6/30/19
TBD CO.TRN.ASST.05	CO	Transportation Assistant	TBD	TBD	TBD	Giammarino (Resignation)	TBD-6/30/19
TBD CO.TRN.DRIVER.25	CO	Bus/Van Driver P/T	TBD	TBD	TBD	Lavoie (Transfer)	TBD-6/30/19
TBD CO.TRN.DRIVER.11	CO	Bus/Van Driver	TBD	TBD	TBD	Paul-Witt (Transfer)	TBD-6/30/19
TBD CO.TRN.DRIVER.02	CO	Bus/Van Driver	TBD	TBD	TBD	DeVincenzo (Resignation)	TBD-6/30/19

2. Mentor – 2018/2019 SCHOOL YEAR

Name	Subject	Location

Rationale: To assist first year teachers in the performance of their duties and adjustments to the challenges of their teaching assignment; reduce novice teacher attrition; improve the effectiveness of new teachers; and enhance knowledge of and strategies related to the CCSS to facilitate student achievement and growth by implementing the Board Approved Mentoring Plan pursuant to NJAC 6A:9B-6.

Cost: None to the District. Provisional Teacher assumes total responsibility for paying the Mentor Teacher.

3. Extra-Curricular/Hourly Activities

Name	School	Activity	Position	2018/2019 Step/Stipends	Effective Date
Athletic Activities					
Non Athletic Activities					

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

4. College Student Observers/Teachers/Interns 2018/2019 School Year

Name	College	Cooperating Teacher Administrator	School/Area

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

Cost: None to the Board

5. Substitutes – 2018/2019 School Year

Category	Account Number
Giammarino, Frank	Transportation
Transportation Assistant	11-000-270-160-11

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

6. Home Instruction 2018-2019 School Year

I.D.	Subject	School	Classroom Teacher	Home Instruction Teacher	Hours Per Week	No. of Weeks	Total Hours Per Subject/Class	Effective Dates
162990	ELA	LR	Levine-Nikolic, Alissa	Longo, Andrea	2.5	4	10	2/28/19-3/28/19 (Retroactive)
162990	Social Studies	LR	Levine-Nikolic, Alissa	Longo, Andrea	2.5	4	10	2/28/19-3/28/19 (Retroactive)
162990	Math	LR	Eisenberg, Randi	Marzella, Dana	2.5	4	10	2/28/19-3/28/19 (Retroactive)
162990	Science	LR	Eisenberg, Randi	Marzella, Dana	2.5	4	10	2/28/19-3/28/19 (Retroactive)
162198	Introduction to Algebra	HS	Kish, Sheryl	Shalhoub, Mary Kate	2.5	1	2.5	2/19/19-2/22/19 (Retroactive)
162198	English 2	HS	Lafferty, Carolyn	Kaiser, Heather	2.5	1	2.5	2/19/19-2/22/19 (Retroactive)
162198	Biology	HS	Shalhoub, Mary Kate	Shalhoub, Mary Kate	2.5	1	2.5	2/19/19-2/22/19 (Retroactive)
162198	US History 1	HS	Walsh, Matthew	Kaiser, Heather	2.5	1	2.5	2/19/19-2/22/19 (Retroactive)
162933	Introduction to Algebra	HS	Kish, Sheryl	Shalhoub, Mary Kate	2.5	1	2.5	2/22/19-2/27/19 (Retroactive)
162933	English 1	HS	Casserly, Kathleen	Kaiser, Heather	2.5	1	2.5	2/22/19-2/27/19 (Retroactive)
162933	Biology	HS	Ventorino, ToniAnn	Shalhoub, Mary Kate	2.5	1	2.5	2/22/19-2/27/19 (Retroactive)
162933	World Cultures	HS	Walsh, Matthew	Kaiser, Heather	2.5	1	2.5	2/22/19-2/27/19 (Retroactive)
162445	Geometry	HS	Komito, Marc	Wietecha, Corinne	2.5	9	22.50	2/22/19-4/22/19 (Retroactive)
162445	US History 2	HS	Carnovsky, Robert	Carnovsky, Robert	2.5	9	22.50	2/22/19-4/22/19 (Retroactive)
162445	English 3	HS	Segui, Jessica	Castelli, Courtney	2.5	9	22.50	2/22/19-4/22/19 (Retroactive)
162445	Lab Chemistry	HS	Mohammed, Patrick	Milan, Gregory	2.5	9	22.50	2/22/19-4/22/19 (Retroactive)
161469	Algebra 2	HS	Colburn, Kendra	Marzella, Dana	3 1/3	9	30	2/25/19-4/25/19 (Retroactive)
161469	US History 2	HS	Walter, Cathleen	Brubaker, Mark	3 1/3	9	30	2/25/19-4/25/19 (Retroactive)
161469	English 3	HS	Segui, Jessica	Brubaker, Mark	3 1/3	9	30	2/25/19-4/25/19 (Retroactive)

Account: General Education 11-150-100-101-11-0000-1 \$45.00/Hour

Account: Special Education 11-000-219-104-09-0000-9 \$45.00/Hour

7. Curriculum & Instruction – Title I, Title IIA, Title III & Title IV – 2018/2019

Name	Position	Staff	Activity	Max Hours	Cost/Hour	Total Cost	Loc
Berman, Lauren (CL) Colao, Raquel (LR)	Title I Coordinators Title I Account # 20-231-200-101-11-0000-1	2	Title I Coordinators will be responsible for planning and delivering Title I parent and student workshops, compiling and analyzing multiple measures of student achievement data to monitor the progress of	100 50 Hours each	\$30	\$3,000	CO

Name	Position	Staff	Activity	Max Hours	Cost/Hour	Total Cost	Loc
			Title I students and programs at Cliffwood and Lloyd Road on a monthly basis				
Feen, Kathy Raiola, Amy Wietecha, Corinne Amended Hours Originally approved 10/29/18	M.O.S.T. Program Staff Account # 11-421-100-178- 11-0000-1	3	Provide after-school academic assistance to Title I students – 2 hours per day; 2 days per week; 40 <i>additional</i> sessions total beginning November 2018 through May 2109	120 40 additional hours per staff member	\$35	\$4,200	CO

8. High School Prom/Semi Formal & Graduation – School Nurse

Name	Hourly Rate	Effective Date
Godowski, Donna Moore, Susan (Substitute)	High School Prom 4 Hours/\$40.00 per hour	June 2019
Godowski, Donna Moore, Susan (Substitute)	High School Semi-Formal 4 Hours/\$40.00 per hour	June 2019
Moore, Susan Mallozzi, Cathy (Substitute)	High School Graduation 3 Hours/\$40.00 per hour	June 2019

Account: 11-421-100-178-11-0000-1

9. Chaperones – Middle School

Name	Name	Name
Bebel, Helen	Pawlik, Brittany	Wangen, Georgette
Bliss, Jacqueline	Scheuing, James	Wietecha, Corinne
Cahill, Laura	Schnakenberg, Paul	Williams, Devonn
Dansky, Samantha	Smolokoff, Mary Beth	Zibbell, Jamie
Grimaldi, Millie	Sobieski, Cynthia	Mallozzi, Cathy (Nurse)
Layton, Joanne	Spafford, Dana	
Lemma, Cheryl	Tarrazi, Dylan	
Lorefice, Lindsey	Towle, Catherine	
Maltese, Kerri	Vasilenko, Nicholas	

Cost: Three Hours (3) at \$25.00 per hour Account #: 11-421-100-178-11-0000-1

Effective: June 2019 Graduation Ceremony

10. Spring Musical 2019 – Matawan-Aberdeen Middle School Pit Musicians

Name	Instrument	Cost \$75.00/Performance 7 Performances
Peterson, Heidi	Reed 1	\$525.00
Tobias, Samuel	Reed 2	\$525.00
Cotignola, James	Trumpet	\$525.00
Connell, Brian	Bass	\$525.00
Macirowski, Andrew	Keyboard 2	\$525.00
Kovac, Randy	Drums	\$525.00

Account: 11-401-100-500-40-

11. Summer Theater 2018/2019

Name	Position	MAREA Stipend
TBD	Director/Coordinator	\$6,580.00
TBD	Director	\$5,920.00
TBD	Musical Director	\$3,340.00
TBD	Vocal Director	\$3,340.00
TBD	Production Design/Construction	\$4,020.00
TBD	Production Assistant	\$1,490.00

Name	Position	MAREA Stipend
TBD	Choreographer	\$2,970.00
TBD	Choreographer	\$2,970.00
TBD	Technical Director	\$2,580.00
TBD	Nurse	\$3,080.00

12. Volunteers

Name	Location	Activity	Effective Date
Servidio, Paul N.	HS	Cross Country Fall Indoor Track Winter Outdoor Track Spring	2018/2019 School Year
Kaye, John	HS	Baseball	2018/2019 School Year

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

13. Staff Array Changes – 2018/2019 School Year

Name	Loc/Fte	Current Assignment	Loc/Fte	New Assignment	Effective Dates/Reason
Diaz, David CO.TCN.TECH.02	CO – 1.00	Technician A Step-08 - \$46,214.00	CO – 1.00	Technician B Step-08 - \$49,815.00	3/1/19 (Retroactive)
Perchuk, Tara RD.TCH.ELEM.KD .05	RD – 1.00	Instructional Assistant	RD – 1.00	Elementary Teacher Replacement Position Step C-01- \$49,495.00 Prorated Lenihan (Leave of Absence)	4/16/19-6/30/19

14. Other

- a. Administrative Leave with Pay Employee #5793 Effective: 2/15/19-TBD (Retroactive)
- b. Summer Recommendations ESY Personnel Attachment #1 to be available for the March 25, 19 RAM Meeting

X. POLICY

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

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

- Board had a comment on the transportation policy based committee

XI. FINANCE/TRANSPORTATION

Mr. Ferreira reviewed the Finance/Transportation Agenda requesting the Board take action on Item 1, 2, 3 and 4. The remainder of the items will be presented for action at the March 25, 2019 Regular Action Meeting.

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

5. Payroll for February 2019 and Bills List for March 2019 (Available for review in Board Secretary’s Office)

Policy #6470 Payment of Claims

February 2019, Payroll	\$4,033,697.58
March 2019, Bills List	\$
TOTAL	\$

6. Transfer of Funds for January 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 **January 2019** as presented.

7. S-1701 Reporting for January 2019

Board Secretary Report for **January 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 **January 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 **January 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

March 25, 2019
 Date

8. Change Order #3R-HVAC Replacement System at Ravine Drive Elementary School, FVHD #4804F1 (Contract 2C)

Contract	HVAC Replacement at Ravine Drive Elementary School, FVHD #4804F1 (Contract 2C)	
Contractor	Electrical Applications, Inc.	
Change Order	3R	
Amount	\$984.00	

Description	Reinstall existing building surge protection per proposal dated 9/18/18	\$2,345.40
	Install of the NP-1 sub panel plus expedite fee	\$5,659.00
	Allowance	\$7,000.00
	Total Change Order 3R	\$984.40

9. 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.

Quantity	Description	Estimated Value
1	Cybex bicep curl weight training machine	\$1500
1	Cybex tricep curl weight training machine	\$1500
1	Cybex shoulder press weight training machine	\$1500
1	Cybex incline bench press weight training machine	\$1500

10. Fire and Evacuation Drills

The following Fire and Evacuation Drills occurred during **February** 2018

School Name	Security Drill Type	Date & Time
Cambridge Park Pre-school	Fire Drill	2/14/19 @ 9:30 am
Cambridge Park Pre-school	Lock Down	2/22/19 @ 1:30 pm
Strathmore Elementary School	Fire Drill	2/4/19 @ 9:30 am
Strathmore Elementary School	Active Shooter	2/5/19 @ 9:40 am
Cliffwood Elementary School	Fire Drill	2/5/19 @ 11:45 am
Cliffwood Elementary School	Lock Down	2/11/19 @ 11:00 am
Lloyd Road Elementary School	Fire Drill	2/4/19 @ 2:39 pm
Lloyd Road Elementary School	Lock Down	2/22/19 @ 2:20 pm
Matawan-Aberdeen Middle School	Active Shooter	2/7/19 @ 1:50 pm
Matawan-Aberdeen Middle School	Fire Drill	2/20/19 @ 8:40 am
Ravine Drive Elementary School	Fire Drill	2/4/19 @ 12:18 pm
Ravine Drive Elementary School	Lock Down	2/22/19 @ 2:38 pm
Matawan Regional High School	Fire Drill	2/6/19 @ 1:30 pm
Matawan Regional High School	Active Shooter/Lock Down	2/19/19 @ 11:47 am

XII. PUBLIC COMMENTS RELATING TO AGENDA ITEMS

- P1 - Question on transportation breakdown of points, cumulative points; explanation as to cap points
- P2 - Question on transportation point system; question on hazards; question on breakdown of policy
- P3 - Question on transportation added students per new policy; question on Middle School and point system
- P4 - Review crossing guard in point system
- P5 - Transportation consultant need; need for grades 6-8; cost for hazardous

XIII. 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. Dr. Delaney abstained from Item 2.

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 25, 2019.

Incidents Reported	Confirmed Incidents
2	1

2. Appointment

Name	Loc	Position	Step	Salary/ Stipend	# Int	Replace Reason	Effective Dates
Lagarenne, Patricia CO.ADM.ASST.BA.BD.SE	CO	Assistant Business Administrator/ Assistant Board Secretary	N/A	\$96,000.00 (Pro-rated)	7	Palumbo (Resignation)	5/13/19 (or sooner)
Brussel, Catherine CL.TCH.ELEM.03.05	CL	Elementary Teacher Replacement Position	Step C-01	\$49,495.00 Prorated	5	Royston (Leave of Absence)	3/4/19-5/22/19 (Retroactive)
Cherence, Christine CL.LITERACY.INTERV.1	CL	Title I Literacy Interventionist P/T	Step E-01	\$56,495.00 80% FTE = \$45,196.00 Prorated	5	New Position	3/14/19-6/30/19

3. Volunteers

Name	Location	Activity	Effective Date
Mattola, Mary	HS	Boys Tennis	3/1/19 (Retroactive)

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

4. Extra-Curricular/Hourly Activities-Appointment

Name	School	Activity	Position	2018/2019 Step/Stipends	Effective Date
Athletic Activities					
Peterson, Jacelyn	HS	Softball	Head Coach	Step-1 Stipend-\$6,920.00	Spring 2019 Season
Mattola, Mary	HS	Boys Tennis	Head Coach	Step-01 Stipend-\$5,250.00	Spring 2019 Season 3/12/19

POLICY

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

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

M indicates mandated by State law

Series	Category	Policy/Regulation #	Title
2000	Program	P 2431.3	Practice and Pre-Season Heat Acclimation for School-Sponsored Athletics and Extra-Curricular Activities
4000	Support Staff	P 4219	Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M)
5000	Students	P/R 5330.04	Administering an Opioid Antidote (M)
5000	Students	P 5756	Transgender Students (M)
7000	Property	P/R 7440	School District Security (M)

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

M indicates mandated by State law

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

FINANCE/TRANSPORTATION

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. Adoption of Tentative Budget for 2019/20

The Superintendent recommends that the Matawan-Aberdeen Board of Education approve the adoption of the 2019/20 tentative budget as follows:

General Fund	\$71,070,051
Special Revenue Fund	\$1,210,908
Debt Service Fund	\$3,303,091
Total Tentative Budget	\$75,584,050

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 certain increases on the

premiums for health insurance and through the use of health insurance banked cap to balance the 2019/20 budget; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education has determined that \$276,686 is necessary in health insurance adjustment to balance the general fund for the 2019/20 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 \$850,000 as budgeted in line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects, for other capital project costs of parking lots at Cliffwood Elementary and Lloyd Road Elementary Schools and a heating loop at Ravine Drive Elementary School. The total cost of these projects is \$850,000, 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 \$58,000 for the purpose of the purchase of a radio system to be used for security and communication purposes and repair and replacement of burglar systems.

2. Acknowledgement of Amount to be Raised in Local Taxes

The Superintendent recommends that the Matawan-Aberdeen acknowledge the total amount of funds to be raised in local taxes which includes the use of the health insurance adjustment and use of banked cap in the general fund for the ensuing school year (2019/20) as follows:

	Total	Matawan	Aberdeen
General Fund	\$55,427,966	\$17,933,495	\$37,494,471
Debt Service Fund	\$2,916,880	\$943,745	\$1,973,135
Total Taxes to be Raised	\$58,344,846	\$18,877,240	\$39,467,606

3. Advertise Tentative Budget for Public Hearing

The Superintendent recommends that the Matawan-Aberdeen approve the submission of the 2019/20 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 2019/20 school year be held at the Ravine Drive Elementary School, 170 Ravine Dr., Matawan, New Jersey on April 29, 2019 at 7:00pm.

4. Travel and Related Expense Reimbursement for 2019/20

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 \$21,108 as of this date;

NOW, THEREFORE BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A: 23A-7.3, to a maximum expenditure of \$113,363 for all staff and board members for the 2019/20 school year.

XIV. UNFINISHED BUSINESS

- None

XV. NEW BUSINESS

- Board comment – congratulations to HS counselors for HS school store grant

XVI. PUBLIC COMMENTS RELATING TO ADDITIONAL MATTERS

- None

XVII. EXECUTIVE SESSION

Be It Resolved, that a closed session be convened for the purpose of discussing Privacy Matters 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 may take place.

It was moved by Ms. Esposito seconded by Ms. Moore that the Board convene in Executive Session and approved by a unanimous voice vote at 8:39 pm.

The Board returned to Open Session at 9:04 pm.

XVIII. ADJOURNMENT

On a motion by Ms. Esposito seconded by Ms. Moore and a unanimous roll call vote the Board adjourned the meeting at 9:05 pm.

Respectfully submitted,



Alex Ferreira
School Business Administrator/Board Secretary

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING
MARCH 11, 2019**

Curriculum and Instruction Attachment #1

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	Transportation	LODGING	MEALS/ MISC.	TOTAL	SUB YES/NO
Lazur, Margaret	CO	3/14/2019	The Palace at Somerset Park Somerset, NJ	NJPSA/FEA NJASA Women's Leadership Conference	\$199.00**	\$0.00	\$0.00	\$0.00	\$199.00**	NO
Brereton, Helen	ST	3/20/2019	Memorial Middle School Eatontown, NJ	MC3 Reading Specialists Consortium	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Dawson, Vanessa	RD	3/20/2019	Memorial Middle School Eatontown, NJ	MC3 Reading Specialists Consortium	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Tobia, Mona	CO	3/20/2019 (rescheduled date, previously approved 10/8/18)	National Conference Center East Windsor, NJ	New Jersey Association of School Administrators Staff and Community Relations; Designing and Delivering Effective Communications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Bombardier, John	CO	3/22/2019 (pm workshop)	Long Branch High School Long Branch, NJ	American Debate League Debate in Monmouth County - Information Meeting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Nilsen, Kristine	MS	3/22/2019 (pm workshop)	Long Branch High School Long Branch, NJ	American Debate League Debate in Monmouth County - Information Meeting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Rawls, Elford	CO	3/22/2019 (pm workshop)	Long Branch High School Long Branch, NJ	American Debate League Debate in Monmouth County - Information Meeting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Scheuing, Adrienne	LR	3/22/2019 (pm workshop)	Long Branch High School Long Branch, NJ	American Debate League Debate in Monmouth County - Information Meeting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Tobia, Mona	CO	3/22/2019 (pm workshop)	Long Branch High School Long Branch, NJ	American Debate League Debate in Monmouth County - Information 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 11, 2019**

Curriculum and Instruction Attachment #1

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	Transportation	LODGING	MEALS/ MISC.	TOTAL	SUB YES/NO
Rawls, Elford	CO	3/22/2019 (am workshop) (rescheduled date, previously approved 2/25/19)	NJPSA/FEA Monroe Twp., NJ	NJPSA/FEA NJDOE Curriculum Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Black, Laura	MS	3/26/2019	Monmouth Mall Eatontown, NJ	Regional Professional Development Academy Implementing Targeted Interventions in Tiers 1, 2, & 3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
McKurth, Julie	HS	3/28/2019	New Jersey Performing Arts Center Newark, NJ	Dance New Jersey Dance Ed New Jersey on the Move	\$70.00*	\$19.34*	\$0.00	\$0.00	\$89.34*	YES
Perez, Nelyda	CO	4/9/2019	Crowne Plaza Princeton Plainsboro, NJ	Effective School Solutions 1st Annual K-12 Mental Health Summit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Blodgett, Madeleine	HS/MS	4/9/2019	Bayshore Middle School Middletown, NJ	MC3 ESL K-12 Articulation Day	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Borchers, Sheri	HS	4/9/2019	Bayshore Middle School Middletown, NJ	MC3 ESL K-12 Articulation Day	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Kapadia, Vishakha	RD	4/9/2019	Bayshore Middle School Middletown, NJ	MC3 ESL K-12 Articulation Day	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Spaur, Isabel	ST	4/9/2019	Bayshore Middle School Middletown, NJ	MC3 ESL K-12 Articulation Day	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING
MARCH 11, 2019**

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	Transportation	LODGING	MEALS/ MISC.	TOTAL	SUB YES/NO
Zupkus, Emily	HS	4/9/2019	Princeton, NJ	Good Grief Creating an Empathetic Environment	\$125.00**	\$19.22**	\$0.00	\$0.00	\$144.22**	NO
Berman, Lauren	CL	5/6/2019, 5/7/2019, 5/8/2019, 5/9/2019, 5/10/2019 (amended dates, previously approved 10/8/18)	Hilton Hasbrouck Heights Secaucus, NJ	Institute for Multi-Sensory Education Orton-Gillingham Training	\$1,175.00*	\$171.64*	\$0.00	\$0.00	\$1,346.64	NO
Colao, Raquel	LR	5/6/2019, 5/7/2019, 5/8/2019, 5/9/2019, 5/10/2019 (amended dates, previously approved 10/8/18)	Hilton Hasbrouck Heights Secaucus, NJ	Institute for Multi-Sensory Education Orton-Gillingham Training	\$1,175.00*	\$214.51*	\$0.00	\$0.00	\$1,389.51*	NO
Bruder, Angela	RD	6/4/2019	Wall Intermediate School Wall, NJ	MC3 Gifted Education K-12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Jackman, Neil	HS	6/4/2019	Wall Intermediate School Wall, NJ	MC3 Gifted Education K-12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Latin, Donna	ST	6/4/2019	Wall Intermediate School Wall, NJ	MC3 Gifted Education K-12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING
MARCH 11, 2019**

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	Transportation	LODGING	MEALS/ MISC.	TOTAL	SUB YES/NO
Black, Laura	MS	6/5/2019	Monmouth Mall Eatontown, NJ	Regional Professional Development Academy Dyslexia & NJTSS Multi-Tiered Systems of Literacy Supports	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
								TOTAL	\$3,168.71	
*Amount being charged to Account #11-000-223-580-04-0000-0										
**Amount being charged to Account #20-250-200-580-09-0000-0										
Substitutes costs will vary as follows: BA with Certification - \$118.50 per day; BA only - \$104.56 per day, NTE: \$1,777.50										
REQUIRED ESTIMATES TO ABIDE BY LAW AND POLICY. ALL AMOUNTS ARE NOT TO EXCEED.										