

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 November 27, 2017, Administration Building, 1 Crest Way, Aberdeen, NJ 07747.

I. CALL TO ORDER

President, Ms. Gentile called the Regular Action Meeting to order at 7:00 pm.

II. PLEDGE OF ALLEGIANCE

III. STATEMENT OF ADEQUATE NOTICE

Ms. Gentile 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 November 7, 2017 in the Asbury Park Press and 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. Kathleen Gentile - President	Mr. Kevin Ahearn
	Dr. Jeff Delaney	Ms. Allison Friedman
	Ms. Tara Martinez	Ms. Joelle Nappi

Absent: Mr. Kenneth Aitken, Mr. Weymouth Brittingham, Ms. Anissa Esposito

Also Dr. Joseph Majka, Superintendent of Schools

Present: Mr. Alex Ferreira, School Business Administrator/Board Secretary
Ms. Nelyda Perez, Assistant Superintendent for Special Services and Programs
Mr. Thomas M. Venanzi, Interim Personnel Manager
Mr. David Rubin, Board Attorney

V. MINUTES

It was moved by Ms. Nappi seconded by Ms. Friedman and approved by a unanimous roll call vote to approve the following minutes. Mr. Ahearn abstained from the Regular Action Meeting Minutes and Executive Session Minutes I and II from October 23, 2017.

- Committee of the Whole Meeting, October 9, 2017
- Executive Session, October 9, 2017
- Regular Action Meeting, October 23, 2017
- Executive Session I, October 23, 2017
- Executive Session II, October 23, 2017

VI. BOARD PRESIDENT’S REPORT

Board President, Ms. Gentile made the following statements:

- Best wishes to community and the hope that everyone had a nice Thanksgiving holiday

VII. SUPERINTENDENT’S REPORT

Dr. Majka made the following statements:

- Introduced Mr. John Swisher from Suplee, Clooney & Company to present the audit
- Mr. Swisher reviewed the financials surplus calculation recommendations and corrective action
- There were questions/comments from the Board on recommendations
 - Mr. Swisher addressed concerns

VIII. STUDENT REPRESENTATIVE’S REPORT

The student representative, Griffin Hayward gave the following update:

- High School
 - Staff tournament soccer update
 - Homecoming Dance
 - Noises Off play this week
- Cliffwood Elementary
 - Forrest Animal Assembly
 - Food Drive
- Lloyd Road
 - PTO Food Drive
- Ravine Drive
 - Native American Presentation
 - Police/Fire Visits
- Strathmore Elementary
 - Veteran’s Day Recognition

IX. CURRICULUM AND INSTRUCTION

Ms. Perez reviewed the Curriculum and Instruction Agenda on which the Board would take action.

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

X. PERSONNEL

Mr. Venanzi reviewed the Personnel Agenda on which the Board would take action.

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

The Board had questions regarding the agenda, Ms. Perez and Mr. Venanzi addressed the concerns.

XI. FINANCE/TRANSPORTATION

Mr. Ferreira reviewed the Finance/Transportation Agenda on which the Board would take action.

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

A member of the Board had a question on Policy resolution. Dr. Majka addressed the concern.

A member of the Board had a question regarding the donation by Ms. Brand. Mr. Ferreira addressed the concern.

XII. PUBLIC COMMENTS RELATING TO BOARD AGENDA ITEMS

None

XIII. 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 Matawan Regional High School Athletic Handbook for Coaches for the 2017-2018 school year.

Rationale: To promote, a positive, supportive and safe school climate that embraces kindness, diversity, individuality and respect for all. District Goal #3, Objective #1: Maintain a safe, healthy and supportive environment.

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following Grants from the Matawan-Aberdeen Educational Foundation for the 2017-2018 school year.

Title	Applicants	School	Amount Approved
Programming Meets Art and Legos	D. Lepre	RD	\$1,670.76 (Partial)
Theremin Theory: The Science of Music	L. Lorefice, D. Reynolds	MS	\$300.00 (Partial)
QBall – Giving Children a Voice (<i>Throwable Wireless Microphones</i>)	J. Bliss, J. Oliveira	MS	\$375.00
Community Service Learning through Language Arts	C. Sobieski, D. Spafford	MS	\$400.00 (Partial)
A Life In Stone	A. Fricchione, J. Johnson, R. Stevens, K. Junquet	MS	\$1,000.00
Human Circuitry	D. Reynolds, P. Hillyer	MS	\$1,019.78
Revolutionary Uniforms	D. Tarrazi, D. Miller	MS	\$2,544.02
Musical STEAM – An Inspirational Collaboration for our School	D. Kaplan, A. Anzano, A. Baldasserini, K. Cotter, S. Pickens	HS	\$750.00
		TOTAL	\$8,059.56

C. SPECIAL SERVICES

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
159362	*P.E.S.I.	\$35.00/hour	10/17/17-11/28/17 (retroactive)
156971	*E.S.C.N.J.	\$68.00/hour	9/18/17-9/29/17 (retroactive)

*Department of Education approved provider

Cost: NTE: \$3,500.00 each **Account #:** 11-150-100-320-09-0000-0

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 for the 2017-2018 school year:

Student	Class	School	Reason	Cost	Effective Dates
160003	Emotionally Disturbed	CPC High Point School	IEP	\$62,193.50	9/18/17-6/30/18 (retroactive)
159362	Other Health Impaired	Collier	IEP	\$64,526.70	9/1/17-6/30/18 (retroactive)
158001	Autistic	Deron I School	IEP	\$66,173.10	9/1/17-6/30/18 (retroactive)
162901	Emotionally Disturbed	Coastal Learning Center	IEP	\$49,744.80	9/25/17-6/30/18 (retroactive)
160565	Other Health Impaired	Douglas Development Center	IEP	\$62,830.00	9/1/17-6/30/18 (retroactive)
158659	Moderate Intellectual Disability	Children’s Center of Monmouth	IEP	\$44,418.00 Tuition \$24,000.00 1:1 Aide	10/9/17-6/30/18 (retroactive)

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following provider for the 2017-2018 school year on an as needed basis.

Service Provider	Cost	Effective Dates
Cross County Clinical and Educational Services	Translation/Interpreter Services \$100.00 - \$250.00/hour	11/1/17-6/30/18 (retroactive)

Cost: NTE: \$1,000.00 **Account #:** 11-000-217-320-09-0000-0

4. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following provider for the 2017-2018 school year on an as needed basis.

Service Provider	Cost	Effective Dates
Melissa Hickey	\$300.00 - \$335.00/evaluation \$75.00/hr for IEP meetings	10/4/17-6/30/18 (retroactive)

Cost: NTE: \$5,000.00 **Account #:** 20-250-200-320-00-0000-0

5. *Revised The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Rethink, a proprietary web-based training, curriculum, and data tracking platform for children with special needs for the 2017-2018 school year.

Rationale: Rethink offers teaching staff a comprehensive curriculum that addresses the needs of special education students across functioning and grade levels with four main pedagogical focuses: core developmental skills, inclusive practices, transition planning, and behavior. Rethink curriculum makes it easy for teachers to address common core standards while helping students make progress on IEP goals and objectives. It includes data analysis which makes it easy for teachers to evaluate student IEP progress and engage in evidence based practices. By using Rethink to input and track data, teachers will have access to automatically generated data graphs and progress reports in Realtime, providing beautiful, accessible, and easy to understand evidence of student progress that can lead to more effective classroom interventions. The program is also inclusive of parent training and programs to help transfer skills to the home.

Targeted Students: Students in our Autism Programs in grades PK-12+ through age 21.

*\$10,000.00 was originally approved on the June 19, 2017 agenda. This would be approving the difference of \$15,250.00

Cost: NTE: \$25,250.00 **Account #:** IDEA 20-250-100-610-09-0000-0

6. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following providers for the 2017 – 2018 school year on an as needed basis:

Service Provider	Cost	Effective Dates
Cesco Linguistic Services, Inc.	Translation/Interpreter Services \$100.00 - \$250.00/hour	12/1/17-6/30/18
MOESC	Evaluations - \$335.00 each	11/17/17-6/30/18 (retroactive)

Cost: NTE: \$2,000.00 **Account #:** 11-000-217-320-09-0000-0

PERSONNEL

The following items were then approved by a unanimous roll call vote with the exception of Item C.10 a. Ms. Friedman abstained and Ms. Nappi voted no.

A. RESIGNATIONS/RETIREMENTS

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

1. Title I and Title III Positions - Rescission

Name	Position	Staff	Activity	Max Hours	Cost/Hr	Total Cost	Loc
Foti, Stephanie Previously BOE approved 10/23/17	Title I Parent Workshop Facilitation	2	Title I Teachers to Plan and Facilitate Title I Parent Workshops during the 2017-2018 school year.	24 12 hours each	\$30	\$720	CO

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
Ciani, Susan	CO	Administrative Assistant P/T	Medical Leave	With Pay	10/23/17-1/10/18
			Medical Leave	Without Pay	1/11/18-1/25/18 (Retroactive)
Moran, Shara	LR	Elementary Teacher	Maternity Leave Disability Phase	With Pay	11/27/17-1/2/18
			Maternity Leave Disability Phase	Without Pay	1/3/18-2/13/18
			FMLA/NJFLA Child Care Phase	Without Pay	2/14/18-5/4/18
Bruder, Angela Amended Date Previously BOE Approved 4/24/17	RD	Elementary Teacher	Maternity Leave Disability Phase	With Pay	5/15/17-9/26/17
			FMLA/NJFLA Child Care Phase	Without Pay	9/27/17-12/19/17
			Personal Leave	Without Pay	12/20/17-12/22/17 (Retroactive)
Gregg, Jennifer Amended Date Previously BOE approved 7/24/17 & 10/23/17	MA	Teacher of Language Arts	Medical Leave	Without Pay	12/1/17-12/14/17
Vatore, Sandra	ST	Instructional Assistant	Medical Leave	With Pay	11/1/17-11/20/17 (AM)
			FMLA/NJFLA	Without Pay	11/20/17 (PM)- 2/9/18 (Retroactive)
Bebel, Helen	MA	Teacher of Social Studies	Medical Leave	With Pay	11/8/17- 2/2/18(Retroactive)
Smith, Deborah Amended Date Previously BOE approved 10/23/17	ST	Elementary Teacher Special Education	Personal Leave	Without Pay	12/22/17
Gerrity, Maryann	CL	Instructional Assistant	Medical Leave	With Pay	11/3/17-2/2/18 (Retroactive)
Mc Carthy, Donna	CO	Bus/Van Driver	Personal Leave	Without Pay	11/8/17 (Retroactive)
Badalamenti, Elaine Amended Date Previously BOE approved 9/25/17	CO	Accountant/Purchasing Supervisor	Medical Leave	Without Pay	12/19/17-2/2/18
Geroni, Frances Amended Date Previously BOE approved 7/24/17	CL	Elementary Teacher Physical Education	Medical Leave	With Pay	1/8/18-2/15/18
Bowers, Gillian	ST	Elementary Teacher	Maternity Leave Disability Phase	With Pay	1/19/18-4/10/18
			FMLA/NJFLA	Without Pay	4/11/18-6/2/18

Name	Loc	Position	Type of Leave	With/ W/O Pay	Effective Dates
Gurney, Tara Amended Date Previously BOE approved 8/21/17	HS	Teacher of Art	Maternity Leave Disability Phase FMLA/NJFLA	With Pay Without Pay	10/23/17-1/18/17 1/19/18-3/28/2018 (Retroactive)
Gallo, Maria	HS	Child Study Team Social Worker	Personal Leave	Without Pay	12/6/17-12/8/17
Leach, Kristina	HS	Student Personnel Services Guidance Counselor	Personal Leave	Without Pay	2/5/18-2/6/18

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	2016/2017 Salary/ Stipend Pending MAREA Negotiations	# Int	Replace Reason	Effective Dates
Douglas, Tyniesha	MA	Assistant Principal	Step-01	\$132,111.00 (Pro-rated)	14	Tobia (Transfer)	12/1/17-6/30/18 Amended Start Date Previously BOE Approved 10/23/17
Rechten, Michael	CO	Maintenance Mechanic	Step-01	\$42,700.00	5	Cotter (Retirement) Previously approved on 9/11/17 as Replacement Position	12/1/17-6/30/18
Tilton, Marie	CO	Payroll/Health- Benefits Manager	N/A	\$61,680.00 (Pro- rated)	7	Guidie (Resignation)	1/2/18-6/30/18
Gonzalez, Elba	CL	Instructional Assistant Kindergarten P/T	Step-01	\$19,630.00 + BA Stipend \$1,485.00 = (\$21,115.00) \$12,246.67 @ 58% FTE (Pro-rated)	2	Kuchinski (Resignation)	12/11/17- 6/30/18
Spagnuolo, Kristy	CP	Pre-School Teacher	Step E-02	\$56,410.00 (Pro- rated)	5	New Position	1/2/18-6/30/18

NOTE: The law on background checks requires ultimate clearance prior to any employment becoming final

2. College Student Observers/Teachers 2017/2018 School Year

Name	College	Cooperating Teacher and/or Administrator	School/Area
Petrino, Peter	Kean University	Church, Patricia Kaye, John	RD – Physical Education HS – Physical Education Student Teacher January 16, 18-March 16, 18 March 19, 18-May 12, 18
Rosado, Marissa	Kean University	Stevens, Roderick	MA – Art Student Teacher March 19, 18-May 12, 18
Tyson, Nicholas	Kean University	Pappas, James	ST – Physical Education Student Teacher January 16, 18-March 16, 18

Rationale: Student will be able to complete course work requirements toward degree and certification.
 Cost: None to the Board Effective Date: 2017/2018 School Year

3. Substitutes –2017/2018 School Year

Category	Account Number
Transportation	11-000-270-160-11-0000-9
Easterday, Joanne	Substitute Bus/Van Driver

NOTE: The law on background checks requires ultimate clearance prior to any employment becoming final.

4. Volunteers – Activities 2017/2018 SCHOOL YEAR

Name	Location	Activity	Effective Date
Abeywardena, Jennifer	HS	Speech & Debate Team	2017/2018 School Year
Boettinger, Dana	HS	Speech & Debate Team	2017/2018 School Year
Caputo, Jennifer	HS	Speech & Debate Team	2017/2018 School Year
Costello, Jennifer	HS	Speech & Debate Team	2017/2018 School Year
De Lucia, Cheryl	HS	Speech & Debate Team	2017/2018 School Year
De Lucia, Samantha	HS	Speech & Debate Team	2017/2018 School Year
De Vito, Lauren	HS	Speech & Debate Team	2017/2018 School Year
Fleissner, Laura	HS	Speech & Debate Team	2017/2018 School Year
Gries, Deborah	HS	Speech & Debate Team	2017/2018 School Year
Hrizdos, Anthony	HS	Speech & Debate Team	2017/2018 School Year
Mc Fadden, Marcy	HS	Speech & Debate Team	2017/2018 School Year
Mungalsingh, Gabriella	HS	Speech & Debate Team	2017/2018 School Year
Rodriguez, Miguel	HS	Speech & Debate Team	2017/2018 School Year
Scorzelli, Eva	HS	Speech & Debate Team	2017/2018 School Year
Shah, Rajiv	HS	Speech & Debate Team	2017/2018 School Year
Sowah, Beryl	HS	Speech & Debate Team	2017/2018 School Year
Thompson, Ruby	HS	Speech & Debate Team	2017/2018 School Year
Werneke, Sheetal	HS	Speech & Debate Team	2017/2018 School Year
Yen, Kathy	HS	Speech & Debate Team	2017/2018 School Year
Lasko, Andrew	HS	Wrestling	2017/2018 School Year
Lasko, Andrew	HS	Spring Track (Pole Vault Only)	2017/2018 School Year
Certa, Anthony	HS	Wrestling	2017/2018 School Year

NOTE: The law on background checks requires ultimate clearance prior to any employment becoming final.

5. High School Curriculum Guides 9-12

Name	Position	Staff	Activity	Max Hours	Cost/ Hour	Total Cost	Loc
Hueston, Emily	Visual & Performing Arts Drawing II	1	Update and align curriculum and pacing guides to align with the 2016 NJ Student Learning Standards (NJSLS) and QSAC requirements using Rubicon Atlas	15	\$30	\$450	CO

6. Title I and Title III Positions

Name	Position	Staff	Activity	Max Hours	Cost/ Hr	Total Cost	Loc
Ravine Drive Dawson, Vanessa 2 nd Grade	K-3 Curriculum Committee - Curriculum “Thought Partners” Account #: 20-270-200-101-11-0000-1	12 (1 teacher per grade level per building)	Curriculum “Thought Partners” to collaborate and plan curricular units and assessments; share ideas, strategies, and resources; identify PD needs; plan and deliver PD (as needed); assist in curricular updates (as needed) throughout the 2017-2018 school year in collaboration with building principals; Director of C&I and grade level colleagues.	300 (25 hours per person)	\$30	\$9000	CO
Berman, Lauren Replacing Stephanie Foti Rescission.	Title I Parent Workshop Facilitation	2	Title I Teachers to Plan and Facilitate Title I Parent Workshops during the 2017-2018 school year.	24 12 hours each	\$30	\$720	CO

7. Home Instruction

I.D.	Subject	School	Classroom Teacher	Home Instruction Teacher	Hours Per Week	No. of Weeks	Total Hours Per Subject/ Class	Effective Dates
156466	US History 2	HS	Carnovsky, Robert	Carnovsky, Robert	2	8	16	10/17/17-12/12/17 (Retroactive)
156466	English 3	HS	Malave, Robert	Castelli, Courtney	2	8	16	10/17/17-12/12/17 (Retroactive)
156466	Oceanography	HS	Hodnicky, Helen	Hodnicky, Helen	2	8	16	10/17/17-12/12/17 (Retroactive)
156466	Algebra 2	HS	Greco, Joseph	Wietecha, Corinne	2	8	16	10/17/17-12/12/17 (Retroactive)
157124	US History 1	HS	Kaiser, Heather	Kaiser, Heather	2	3	6	10/23/17-11/8/17 (Retroactive)
157124	Lab Chemistry	HS	Mohammed Patrick	Milan, Gregory	2	3	6	10/23/17-11/8/17 (Retroactive)
157124	Geometry	HS	Provines, Effie	Provines, Effie	2	3	6	10/23/17-11/8/17 (Retroactive)

I.D.	Subject	School	Classroom Teacher	Home Instruction Teacher	Hours Per Week	No. of Weeks	Total Hours Per Subject/ Class	Effective Dates
157124	English 2	HS	Moller, Jennifer	Kaiser, Heather	2	3	6	10/23/17-11/8/17 (Retroactive)
155884	Environmental Science	HS	Tomasello, Louise	Milan, Gregory	2	6	12	11/1/17-12/13/17 (Retroactive)
155884	AP English/Lit. Comp.	HS	Rogers, Kimberly	Rogers, Kimberly	2	6	12	11/1/17-12/13/17 (Retroactive)
155884	AP Calculus	HS	Cornacchia, Mario	Jackman, Neil	2	6	12	11/1/17-12/13/17 (Retroactive)
155884	AP Government & Politics	HS	Wegrzyn, Louise	Brubaker, Mark	2	6	12	11/1/17-12/13/17 (Retroactive)
161386	US History 1	HS	Wegrzyn, Louise	Carnovsky, Robert	2	4	8	11/9/17-12/6/17 (Retroactive)
161386	English 2	HS	Paulus, Carolyn	Furman, Jessica	2	4	8	11/9/17-12/6/17 (Retroactive)
161386	Environmental Science	HS	Izworski, Kevin	Izworski, Kevin	2	4	8	11/9/17-12/6/17 (Retroactive)
161386	Geometry	HS	Kinneman, Katelyn	Wietecha, Corinne	2	4	8	11/9/17-12/6/17 (Retroactive)

Account # 11-150-100-101-11-0000-1 Regular Education - #11-000-219-101-09-0000-0 Special Education

8. Extra-Curricular Activities 2017/2018

Name	School	Activity	Position	2016/2017 Step/Stipend Pending MAREA Negotiations	Effective Date
Non-Athletic Activities-High School					
Nieves, Jennise	HS	Substance Awareness Coordinator	Coordinator	\$5,750.00	2017/2018 School Year
Hourly Activities					
Mergner, Suzanne	HS	Crowd Control	Ticket Seller/Crowd Control Monitor	\$62.50/Event	2017/2018 School Year
Jackson, William	HS	Crowd Control	Ticket Seller/Crowd Control Monitor	\$62.50/Event	2017/2018 School Year
Shine, Robert	HS	Crowd Control	Ticket Seller/Crowd Control Monitor	\$62.50/Event	2017/2018 School Year
Berdel, Brad	HS	Crowd Control	Ticket Seller/Crowd Control Monitor	\$62.50/Event	2017/2018 School Year
Marsh, Charles	HS	Crowd Control	Ticket Seller/Crowd Control Monitor	\$62.50/Event	2017/2018 School Year
Mingrone, Christopher	HS	Crowd Control	Ticket Seller/Crowd Control Monitor	\$62.50/Event	2017/2018 School Year

NOTE: The law on background checks requires ultimate clearance prior to any employment becoming final.

9. STAFF ARRAY CHANGES

Name	FTE	Current Assignment	FTE	New Assignment	Effective Dates/ Reason
Philippi, Jennifer	CP – 0.50	Pre-School Teacher	CP – 1.00	Pre-School Teacher	12/15/17-6/30/18 (Or sooner – based on need)

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 November 13, 17.

Incidents Reported	Confirmed HIB Incidents
15	4

b. Job Description - Title I Program Coach

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. Payroll for October 2017 and Bills List for November 2017 (Available for review in Board Secretary’s Office)

Policy #6470 Payment of Claims

October 2017, Payroll	\$3,478,034.96
November 2017, Bills List	\$3,728,194.44
TOTAL	\$7,206,229.40

2. Transfer of Funds for June 2017

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 additional line item transfers for June 2017 as noted:

Account	Amount
30-000-400-450-40-1602-R	(\$32,733)
30-000-400-450-30-1602-R	(\$309,539)
30-000-400-450-20-1602-R	(\$136,391)
30-000-400-450-70-1602-R	(\$207,898)
30-000-400-450-60-1602-R	\$86,544
30-000-400-450-20-1601-R	\$136,391
30-000-400-450-60-1601-R	\$222,995
30-000-400-450-70-1601-R	\$240,631

3. Resolution Approving Professional Development/Coach Services Contract – RFP 18-03

On October 10, 2017 at 2:00 pm, one (1) proposal for Professional Development/Coach Services was received from the following:

Staff Development Workshops, Inc.	1427 Fourteenth St. Lakewood, NJ 08701
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Upon review by the School Business Administrator-Purchasing Agent and based upon the evaluation analysis completed by the Evaluation Committee, the Superintendent hereby recommends the award of contract for Professional Development/Coach Services as follows:

Staff Development Workshops, Inc. | 1427 Fourteenth St. Lakewood, NJ 08701

Purpose of Contract: Professional development coaching services for secondary science teachers to support the implementation of the Next Generation Science Standards (NGSS) and STEM Integration.

Evaluation Process:

The respondents’ proposals were reviewed and evaluated by the following Evaluation Committee:
 Mr. John Bombardier, Assistant Superintendent of Curriculum & Instruction
 Ms. Mona Tobia, Director of Curriculum & Instruction, Pre-K through 5
 Ms. Fran Ferrara, Confidential Secretary

using the following criteria:

- I. Technical Criteria
- II. Management Criteria
- III. Cost Criteria

Methodology of Awarding Contract:

The Evaluation Committee reviewed the proposal and evaluated it on a one hundred (100) point system as follows:

	Category	Value Points	Points Earned
I.	Technical Criteria		
	A. Description of Services	40	40
II.	Management Criteria	40	
	A. Business Management		20
	B. Qualifications; Relevant Experience		20
III.	Cost Criteria		
	A. Fee Proposal	20	20

Selection of Vendor: Staff Development Workshops, Inc. was the only vendor to submit an RFP for the services requested by the district. The factors that led to the award decision of the RFP relate to the vendors ability to provide the district with targeted professional development and coaching support related to the implementation of the Next Generation Science Standards (NGSS)/NJ Student Learning Standards.

The term of contract will be from November 28, 2017 through June 30, 2018.

Total estimated contract amounts as follows:

Account #: 20-270-200-320-00-0000-0 (Title IIA) Contract not to exceed \$12,000.00

4. Acceptance of Grant Funds for the Recovery High School Access Project

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the acceptance of grant funds designated under the Recovery High School Access Project in the amount of \$1,300,000, and to execute a Letter of Agreement formalizing the responsibilities and expectations of the program to service up to 30 students during the project period dated November 1, 2017 through June 30, 2018.

5. Acceptance of 2016/17 Annual Audit and Related Corrective Action Plan

The Superintendent recommends the Matawan-Aberdeen Regional School District Board of Education accept the Audit Report for the 2016/17 school year prepared by Suplee, Clooney & Company dated

November 17, 2017 with two (2) recommendations per the Comprehensive Annual Financial Report (CAFR) and the Auditor’s Management Report (AMR), and

BE IT FURTHER RESOLVED that a copy of the audit is to be forwarded to the Monmouth County Executive County Superintendent, with any corrective actions to be taken with respect to the recommendations contained in the Audit Report as submitted.

6. Annual Memorandum of Agreement between MARSD and the Aberdeen Township Police Department

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the Annual Memorandum of Agreement between the Matawan-Aberdeen Regional School District and the Aberdeen Township Police Department.

7. Annual Memorandum of Agreement between MARSD and the Matawan Borough Police Department

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the Annual Memorandum of Agreement between the Matawan-Aberdeen Regional School District and the Matawan Borough Police Department.

8. Acceptance of the NJSIG Safety Grant 2017/18

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the acceptance of the safety grant from the New Jersey Schools Insurance Group (NJSIG) for the period July 1, 2017 through June 30, 2018 in the amount of \$17,227.00, and that the funds be appropriated to fund/program/function 20-001-200-610-11-0000-0 to offset the cost of the purchase of additional security cameras for the district.

9. Approval of Prescription Plan

WHEREAS, Brown & Brown Benefit Advisors has received proposals on behalf of the Matawan-Aberdeen Regional School District Board of Education from Horizon Blue Cross Blue Shield of New Jersey and BeneCard for prescription benefits coverage effective January 1, 2018 through June 30, 2019. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve a contract with BeneCard at an estimated annual savings of 9% as compared to the January 2017 to December 2017 rates, as noted:

Coverage Type	Rate
Single	\$228.73
2 Adults	\$457.45
Family	\$606.12
Parent/Child	\$377.39

10. Change Order #1 – HVAC Replacement Systems at Four District Schools

Contract	HVAC Replacement Systems at Four District Schools – FVHD 4804A, 4804F	
Contractor	SMBA Construction LLC	
Change Order #	1	
Amount	-\$3,000.00	
Description	Credit for unused allowance for Cambridge Park Elementary School	-\$1,500.00
	Credit for unused allowance for Ravine Drive Elementary School	-\$1,500.00
	Total for Change Order # 1	-\$3,000.00

11. Change Order #1 – HVAC Replacement Systems at Four District Schools

Contract	HVAC Replacement Systems at Four District Schools – FVHD 4804B	
Contractor	SMBA Construction LLC	
Change Order #	1	
Amount	-\$4,000.00	
Description	Credit for unused allowance for Cliffwood Elementary School	-\$4,000.00
	Total for Change Order # 1	-\$4,000.00

12. Change Order #2 – HVAC Replacement Systems at Four District Schools

Contract	HVAC Replacement Systems at Four District Schools – FVHD 4804C	
Contractor	SMBA Construction LLC	
Change Order #	2	
Amount	-\$8,000.00	
Description	Credit for unused allowance for Lloyd Road Elementary School	-\$8,000.00
	Total for Change Order # 2	-\$8,000.00

13. Receipt and Partial Rejection of Bids for FVHD# 4804D – HVAC System Replacement at Matawan Regional High School for the 2017/18 School Year

WHEREAS, on November 15, 2017, the Matawan-Aberdeen Regional School District Board of Education (the “Board”) solicited bids for HVAC System Replacement at the Matawan Regional High School for the 2017/18 school year (“the Work”); and

WHEREAS, on November 15, 2017, the following bid proposals were received and publicly read:

Matawan Regional High School - FVHD 4804D Contract No. 1A - General Construction Work

Vendor	Base Bid	Alternate Bids	Total
		HS-GC-1 GC Work	
McCauley Construction	\$193,000	\$125,000	\$318,000
SMBA Construction	\$211,000	\$124,000	\$335,000

Matawan Regional High School - FVHD 4804D Contract No. 1B - HVACR Work

Vendor	Base Bid	Alternate Bids		Total
		HS-HC-1 HVACR Work	HS-HC-2 HVACR Work Modine-Airedale UV	
AMCO Enterprises	\$1,881,000	\$1,314,000		\$3,195,000
Comfort Mech	\$1,302,686	\$929,442		\$2,232,128
Framan Mechanical	\$2,995,000	Deduct \$932,000		\$2,063,000
Preferred Mech	\$1,394,000	\$1,173,000		\$2,567,000
Sunnyfield Corp	\$1,783,000	\$1,387,000	\$56,000	\$3,226,000
Thassian Mech	\$1,235,000	\$1,168,000		\$2,403,000
H&S Const	\$1,784,000	\$1,294,000		\$3,078,000

Matawan Regional High School - FVHD 4804D Contract No. 1C - Electrical Work

Vendor	Base Bid	Alternate Bids	Total
		HS-EC-1 Electrical Work	
Breaker Electric	\$434,300	\$38,150	\$472,450
Electrical Appl	\$323,736	\$62,099	\$385,835
Maggio, Pat & Son	\$470,000	\$80,000	\$550,000
MJF Elec Contr	\$500,000	\$60,000	\$560,000
Sodon’s Electric	\$297,800	\$72,000	\$369,800

Matawan Regional High School - FVHD 4804D Contract No. 1D - Single Overall Work

Vendor	Base Bid	Alternate Bids				Total
		HS-GC-1 GC Work	HS-HC-1 HVACR Work	HS-HC-2 HVACR Work Modine-Airdale UV	HS-EC-1 Electrical Work	
AMCO Enterprises	\$2,488,000	\$243,750	\$1,314,000		\$298,000	\$4,045,750

WHEREAS, pursuant to N.J.S.A. 18A:18A – 22 (b), a Board of Education may reject all bids for a given project when, after further review, the lowest bid substantially exceeds the Boards appropriation for the goods or services; and

WHEREAS, after a full and comprehensive review of the project and the bids received, and upon recommendation by the Architect of Record Fraytak, Veisz, Hopkins, Duthie, PC and the Board Attorney the lowest bid does in fact substantially exceed the appropriation; for all services;

NOW, THEREFORE BE IT RESOLVED that the Board hereby rejects all bids received for this project; and

BE IT FURTHER RESOLVED that the bid bonds submitted by bidders be returned forthwith; and

BE IT FURTHER RESOLVED that the Board of Education hereby authorizes the rebidding of this project in its partial rejected form as soon as possible.

14. Approving Proposal to Update District Policies and Bylaws

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve an agreement with Strauss Esmay to prepare for board review updated bylaws and policies that are in need of update due to a recent policy audit at a cost of \$2,000 and to upload the revised documents after board approval to the district's policy manual at a cost of \$1,000.

Account: 11-000-230-340-11-0000-0

Contract not to exceed: \$3,000

15. Addendum to S4Teachers Agreement

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following additional positions and rates (board approved on June 19, 2017) for S4Teachers effective October 23, 2017 for the services of Substitute Teachers and Staff.

Position	Rate
Full Day Long Term Substitute Paraprofessional	\$85.00
Half Day Long Term Substitute Paraprofessional	\$42.50

16. Acceptance of Donation from Ms. Barbara Lee Brand

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from Ms. Barbara Lee Brand in the amount of \$7,000.00. This donation will be used towards a down payment for the Matawan Regional High School Chorus to perform at Lincoln Center, New York, NY, in April, 2018.

17. Fire and Evacuation Drills

The following Fire and Evacuation Drills occurred during October 2017:

School Name	Security Drill Type	Date & Time
Cambridge Park Pre-school	Active Shooter	10/18/17 @ 9:45 am
Cambridge Park Pre-school	Fire Drill	10/23/17 @ 2:00 pm
Strathmore Elementary School	Fire Drill	10/3/17 @ 10:30 am

School Name	Security Drill Type	Date & Time
Strathmore Elementary School	Evacuation	10/5/17 @ 10:40 am
Cliffwood Elementary School	Fire Drill	10/18/17 @ 2:00 pm
Cliffwood Elementary School	Lock Down	10/25/17 @ 2:25 pm
Lloyd Road Elementary School	Fire Drill	10/10/17 @ 2:25 pm
Lloyd Road Elementary School	Evacuation	10/18/17 @ 9:30 am
Matawan-Aberdeen Middle School	Fire Drill	10/5/17 @ 1:40 pm
Matawan-Aberdeen Middle School	Bomb Threat	10/6/17 @ 8:45 am
Ravine Drive Elementary School	Fire Drill	10/3/17 @ 2:21 pm
Ravine Drive Elementary School	Evacuation	10/13/17 @ 2:06 pm
Matawan Regional High School	Fire Drill	10/3/17 @ 8:25 am
Matawan Regional High School	Evacuation	10/13/17 @ 1:30 pm

B. TRANSPORTATION

1. Award of Transportation Route for the 2017/18 School Year

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following Transportation Route for the 2017/18 school year.

RTE #	Destination	Contractor	# of Days	Per Diem	Eff Dates	Cost
815	CPC	S & S Transportation	151	\$140.00	6/24/17-6/20/18	\$21,140.00
					Total	\$21,140.00

Rationale: Previously done by Shamrock Rt. #1095. Student needed to be removed from route.

XIV. UNFINISHED BUSINESS

None

XV. NEW BUSINESS

Board commented on successful academy night at High School.

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; Personnel Matters and Potential Litigation. 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. Friedman that the Board convene in Executive Session and approved by a unanimous voice vote at 7:53 pm.

The Board returned to Open Session at 9:12 pm.

XVIII. ADJOURNMENT

On a motion by Dr. Delaney seconded by Ms. Nappi and a unanimous roll call vote the Board adjourned the meeting at 9:13 pm.

Respectfully submitted,



Alex Ferreira
School Business Administrator/Board Secretary

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR ACTION MEETING
NOVEMBER 27, 2017**

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS/MISC.	TOTAL	SUB YES/NO
Nieves, Jenise	HS	12/5/2017 (webinar) 3/15/2018, 4/9/2018	FEA 12 Center Drive Monroe Twp., NJ	NJPSA/FEA The Opioid Crisis and the Public Schools	\$340.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$340.00**	NO
Perez, Nelyda	CO	12/5/2017 (webinar) 3/15/2018, 4/9/2018	FEA 12 Center Drive Monroe Twp., NJ	NJPSA/FEA The Opioid Crisis and the Public Schools	\$340.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$340.00*	NO
Puleo, Carla	CO	12/11/2017	Burlington County Institute of Technology Westhampton, NJ	NJDOE Regional Training Session for Certification & Professional Development	\$0.00	\$37.20**	\$9.70**	\$0.00	\$0.00	\$46.90**	NO
Grosso, Cheryl	CP	12/15/2017	NJDOE Trenton, NJ	NJDOE Improving the Preschool Classroom Environment for Young Children with Disabilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Bombardier, John	CO	2/15/2018	New Jersey School Boards Trenton, NJ	New Jersey School Boards Are You Future Ready?	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Irons, Mark	CL	2/15/2018	New Jersey School Boards Trenton, NJ	New Jersey School Boards Are You Future Ready?	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Rawls, Elford	CO	2/15/2018	New Jersey School Boards Trenton, NJ	New Jersey School Boards Are You Future Ready?	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Tobia, Mona	CO	2/15/2018	New Jersey School Boards Trenton, NJ	New Jersey School Boards Are You Future Ready?	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
									TOTAL	\$726.90	

*Amount being charged to Account #20-250-200-610-09-1617-0

**Amount being charged to Account #11-000-230-585-02-0000-0

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

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