

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 May 8, 2017, Administration Building, One Crest Way, Aberdeen, NJ.

I. CALL TO ORDER

Ms. Gentile called the Committee of the Whole 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 January 31, 2017, the Asbury Park Press and February 1, 2017, 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. Kathleen Gentile - President	Ms. Anissa Esposito - Vice President
	Mr. Kevin Ahearn	Mr. Kenneth Aitken
	Mr. Weymouth Brittingham	Dr. John Delaney, Ed.D.
	Ms. Tara Martinez	

Absent: Ms. Allison Friedman, Ms. Joelle Nappi

Also Present: Dr. Joseph Majka, Superintendent of Schools
Dr. Karen Jones, Assistant Superintendent Curriculum and Instruction
Mr. Alex Ferreira, School Business Administrator/Board Secretary
Mr. Brian Walsh, Director of Personnel
Ms. Nelyda Perez, Director of Special Services
Mr. David Palumbo, Assistant to the School Business Administrator/Board Secretary

V. SUPERINTENDENT’S REPORT

Superintendent of Schools, Dr. Majka made the following statements:

Dr. Majka stated that in the past couple of months there has been a discussion about partnering up with Old Bridge Township to allow Matawan-Aberdeen students to participate in ice hockey as an extracurricular program. However, the conference voted against it. In addition, some parents have expressed an interest in a lacrosse program. The District may possibly start lacrosse as a club program at the Middle School.

School Business Administrator Mr. Ferreira gave a PowerPoint presentation on the updated transportation policy timeline and subscription busing procedures for the 2017/18 School Year.

VI. CURRICULUM AND INSTRUCTION

Dr. Jones reviewed the Curriculum and Instruction Agenda requesting that the Board take action this evening on Item A. The remainder of the items will be presented for action at the May 22, 2017 Regular Action Meeting.

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

B. OTHER

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve an opportunity for up to ten middle and high school students to attend the 5th Annual Middle and High School Student Leadership Forum, as part of our district membership in the Central Jersey Consortium for Excellence and Equity, at Monmouth University in West Long Branch, NJ on June 5, 2017 from 9 a.m. to 2 p.m. Students will be accompanied by school counselors, Blair DiDio and Florence DeCosta, as well as at least one district administrator.

Rationale: The goal of the one day forum is to help develop student leadership in the area of equity, to develop a multi-district network of emerging leaders, “to enlighten a diverse group of middle and high school students about current issues in education to empower them to aid in recreating equity for all within their respective school/districts” (quote from invitation).

Cost: \$500.00 **Account #:** 11-000-270-162-11-0000-5

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the Leadership Academy students to participate in an overnight team-building retreat at the Princeton-Blairstown Center in Blairstown, NJ on September 10 and September 11, 2017. The purpose of this retreat will allow the Civic Leadership students to have the opportunity to develop new skills that strengthen their leadership, team-building, conflict resolution, communication and decision making skills. The character traits that the students will learn while on this trip will navigate them in the right direction starting the new school year.

Rationale: Civic Leadership Trip

Cost: \$3,360.00 **Account #:** 11-190-100-610-30-0000-0

C. SPECIAL SERVICES

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

Student	Provider	Cost	Dates
156469	*Education Inc.	\$35.00/hour	4/17/17-5/1/17 (retroactive)
160065	*Education Inc.	\$35.00/hour	4/21/17-5/5/17 (retroactive)
160885	*Education Inc.	\$35.00/hour	4/26/17-5/10/17 (retroactive)

***Department of Education approved provider**

Cost: NTE: \$3,500.00 each **Account #:** 11-150-100-320-09-000-0

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following evaluators/agencies on an as needed basis for the 2016 – 2017 school year:

Service Provider	Rates	Effective Dates
Resilience Psychiatric Services	\$450.00 Psychiatric	4/30/17-6/30/17 (retroactive)
New Hope Psychological Services	\$550.00 Bilingual Speech Evaluation	4/3/17-6/30/17 (retroactive)

Rationale: Various evaluations must be completed as per N.J.A.C. 6A;14 based on individual student needs.

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

VII. PERSONNEL

Mr. Walsh reviewed the Personnel Agenda requesting that the Board take action this evening on Action Items 1 through 6. The remainder of the items will be presented for action at the May 22, 2017 Regular Action Meeting.

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

Mr. Walsh stated that he would like the Board to take action on agenda item #C6, the unified track coach, as well.

A member of the Board inquired how the media specialist position will be filled. Mr. Walsh addressed the concern.

A member of the Board would like to recognize Ms. Ricca on her retirement and thanked her for her distinguished career.

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
Cupano, Kayla	LR	Instructional Assistant	Resignation	10/13/2015	6/30/2017
Kuchinski, Danielle	CL	Instructional Assistant	Resignation	9/14/2016	6/30/2017
Mahon, Kristi	LR	Speech Therapist – CST	Resignation	9/23/2016	6/30/2017
Ricca, Carolyn	LR	Elementary Teacher	Retirement	9/1/1973	6/30/2017
Simmonds, Alyssa	CL	Elementary Social Worker Non CST	Resignation	11/24/2014	6/30/2017

B. LEAVE OF ABSENCES

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
Caldwell, Sheila	CP	School Nurse	Personal	Without Pay	5/4/17-5/5/17 (Retroactive)
Kruzik, Jacqueline	CP	Instructional Assistant	Personal	Without Pay	6/13/17-6/14/17
Morillo, Deborah	RD	Educational Media Specialist	Personal	Without Pay	4/26/17 PM-6/30/17 (Retroactive)
Santoro, Danielle	LR	Teacher of Special Education	Medical	Without Pay	4/24/17 (Retroactive)
Segui, Jessica	HS	Teacher of English	Personal	Without Pay	9/1/17-6/30/18

Name	Loc	Position	Type of Leave	With/ W/O Pay	Effective Dates
Sloan, Michelle	LR	Teacher of Special Education	FMLA	Without Pay	5/1/17-5/12/17 (Retroactive)
Van De Water, Erin	MA	Instructional Assistant	Maternity Leave	With Pay	5/15/17-5/31/17 AM
			Disability Phase	Without Pay	5/31/17 PM-6/23/17
			FMLA/NJFLA Child Care	Without Pay	9/1/17-11/24/17 (Retroactive)
Fischer, Alexis	LR	Elementary Teacher (Replacement Position)	Medical Leave	With Pay	5/22/17-6/05/17
			Medical Leave	Without Pay (covered under FMLA)	6/6/17-6/21/17 (Retroactive)
Burden, Colleen	ST	Elementary Teacher	Personal Leave	Without Pay	6/7/17-6/9/17

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

Name	Loc	Position	Step	Salary/ Stipend	# Int	Replace Reason	Effective Dates
TBD	CL	Teacher of Art/ Elementary	TBD	TBD	TBD	Kelly (Resignation)	9/1/17-6/30/18
TBD	CL	Child Study Team School Social Worker	TBD	TBD	TBD	Fallon (Resignation)	9/1/17-6/30/18
TBD	HS	Teacher of English (Replacement Position)	TBD	TBD	TBD	Segui (Leave of Absence)	9/1/17-6/30/18
TBD	HS	School Counselor (Replacement Position)	TBD	TBD	TBD	Ninger (Sabbatical)	9/1/17-6/30/18
TBD	LR	Child Study Team Speech	TBD	TBD	TBD	Mahon (Resignation)	9/1/17-6/30/18
TBD	MA	English Teacher BSI	TBD	TBD	TBD	Vollaro (Resignation)	9/1/17-6/30/18
TBD	MA	English Teacher	TBD	TBD	TBD	Dickson (Resignation)	9/1/17-6/30/18
TBD	ST	Teacher of Special Education	TBD	TD	TBD	Jennings (Leave of Absence)	9/1/17-6/30/18

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

2. College Student Observers/Teachers 2016/2017 School Year

Name	College	Cooperating Teacher and/or Administrator	School/Area
Burns, Kevin	Montclair State University	Ruscavage, Michelle	HS – Administrative Internship Summer 2017 Semester

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

Cost: None to the Board Effective Date: 2016/2017 Summer Semester

3. Home Instruction – 2016/2017 School Year

I.D.	Subject	School	Classroom Teacher	Home Instruction Teacher	Hours Per Week	No. of Weeks	Total Hours Per Subject/ Class	Effective Dates
158266	Language Arts	MAMS	Furman, Jessica	Furman, Jessica	2.5	8	20	4/18/17-6/13/17 (Retroactive)
158266	Math	MAMS	Fiorilli, Christine	Wietecha, Corinne	2.5	8	20	4/18/17-6/13/17 (Retroactive)
158266	Science	MAMS	Reynolds, Dustin	Toomey, Joanne	2.5	8	20	4/18/17-6/13/17 (Retroactive)
158266	Social Studies	MAMS	DiMario, Joseph	Miller, David	2.5	8	20	4/18/17-6/13/17 (Retroactive)
158563	Math	MAMS	Freshnock, Lauren	Freshnock, Lauren	2.5	1 Week + 1 Day	3.0	4/20/17-4/27/17 (Retroactive)
158563	Language Arts	MAMS	Stevens, Vanessa	D'Agostino, Nicole	2.5	1 Week + 1 Day	3.0	4/20/17-4/27/17 (Retroactive)
158563	Science	MAMS	Freshnock, Lauren	Raiola, Amy	2.5	1 Week + 1 Day	3.0	4/20/17-4/27/17 (Retroactive)
158563	Social Studies	MAMS	Stevens, Vanessa	Tarrazi, Dylan	2.5	1 Week + 1 Day	3.0	4/20/17-4/27/17 (Retroactive)
155963	English 2 Read 180	HS	Mancuso, Kathleen	Carnovsky, Robert	2	1	2	4/18/17-4/21/17 (Retroactive)
155963	Algebra 2	HS	Kish, Sheryl	Wietecha, Corinne	2	1	2	4/18/17-4/21/17 (Retroactive)
155963	Geophysical Science	HS	Mingrone, Christopher	Milan, Gregory	2	1	2	4/18/17-4/21/17 (Retroactive)
155963	US History 2	HS	Casserly, Kathleen	Carnovsky, Robert	2	1	2	4/18/17-4/21/17 (Retroactive)
158377	Math	MA	Lenge, Tatiana	Lenge, Tatiana	2.5	8	20	4/27/17-6/22/17 (Retroactive)
158377	Science	MA	DeBeVoise, Margaret	McFadden Mary Beth	2.5	8	20	4/27/17-6/22/17 (Retroactive)
158377	Social Studies	MA	Tarrazi, Dylan	Tarrazi, Dylan	2.5	8	20	4/27/17-6/22/17 (Retroactive)
158377	Language Arts	MA	Raiola, Amy	Raiola, Amy	2.5	8	20	4/27/17-6/22/17 (Retroactive)
160876	Economics	HS	Bloss, Justin	Kaiser, Heather	2	1	2	4/26/17-5/2/17 (Retroactive)
160876	College and Career Readiness	HS	Komito, Marc	Komito, Marc	2	1	2	4/26/17-5/2/17 (Retroactive)
160876	Oceanography	HS	Hodnicky, Helen	Hodnicky, Helen	2	1	2	4/26/17-5/2/17 (Retroactive)
160876	English 4	HS	Christathakis, Nicholas	Kaiser, Heather	2	1	2	4/26/17-5/2/17 (Retroactive)
160065	Reading/ Writing	CL	Pappas, Alyssa	TBD	2.5	4	10	5/1/17-5/31/17 (Retroactive)
160065	Math	CL	Pappas, Alyssa	TBD	2.5	4	10	5/1/17-5/31/17 (Retroactive)
160065	Social Studies	CL	Pappas, Alyssa	TBD	2.5	4	10	5/1/17-5/31/17 (Retroactive)
160065	Science	CL	Pappas, Alyssa	TBD	2.5	4	10	5/1/17-5/31/17 (Retroactive)

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

4. Substitutes – 2017/2018 School Year

Category	Account Number
Transportation	11-000-270-160-11-0000-9
Navarro, Victor	Bus/Van Driver
Rice, Pauline	Bus/Van Driver

Category	Account Number
Transportation	11-000-270-160-11-0000-9
Bryce, Victoria	Transportation Assistant
Raymond, Patricia	Transportation Assistant
Weaver, Mary	Transportation Assistant
HS after School Tutorial	11-421-100-178-11-0000-6
Caulfield, Janette	Substitute ESL 2016/2017

5. District Translator – 2016/2017 School Year

Name	Location	Activity	Effective Date
Kapadia, Vishaka	RD	Hindi Translator	2016/2017 School Year

Effective: 2016/2017 School Year - \$30.00/Hour
 Account #11-421-100-178-11-0000-X

7. Other

- a. 2017/2018 Extended School Year Appointments **Personnel Attachment #1** (To be available for 5/22/2017 Regular Action Meeting)
- b. 2017/2018 Extra-Curricular/Hourly Activities **Personnel Attachment #2** (To be available for 5/22/2017 Regular Action Meeting)

VIII. FINANCE/TRANSPORTATION

Mr. Ferreira reviewed the Finance/Transportation Agenda requesting that the Board take action this evening on Action Item 1. The remainder of the items will be presented for action at the May 22, 2017 Regular Action Meeting.

A motion was moved by Ms. Esposito and seconded by Mr. Aitken.

A. BUSINESS OPERATIONS

- 2. **Payroll for April 2017 and Bills List for May 2017** (Available for review in Board Secretary’s Office)
 Policy #6470 Payment of Claims

April 2017, Payroll	\$3,533,894.96
May 2017, Bills List	\$
TOTAL	\$

- 3. **Transfer of Funds for April 2017** (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 **April 2017** as presented.

4. S-1701 Reporting for April 2017

Board Secretary Report for **April 2017**

BE IT RESOLVED, that the Report of the Secretary to the Board of Education and the Report of the Treasurer of School Monies for **April 2017**, 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 **April 30, 2017**, 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.

	<u>May 22, 2017</u>
Alex Ferreira	Date
Board Secretary	

5. Designation of Approved Tax Shelter Annuities

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the following companies to provide Tax Shelter Annuity salary reduction agreements for the 2017/18 school year.

- AXA EQUITABLE
- AIG VALIC
- METLIFE
- LINCOLN INVESTMENT PLANNING, INC.
- NY LIFE INSURANCE & ANNUITY CORP.

6. Annual Appointments

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the following annual appointments for the 2017/18 school year:

Board Secretary	Mr. Alex Ferreira
Assistant Board Secretary	Mr. David Palumbo
Affirmative Action Officer	Mr. Brian Walsh
Affirmative Action Officer for Contracts	Mr. Alex Ferreira
Anti-Bullying Coordinator	Mr. Brian Walsh
Asbestos Management/AHERA Coordinator	Mr. Adam Nasr
Chemical Hygiene Officer	Mr. Adam Nasr
Gender-Equity Officer	Mr. Brian Walsh
Homeless Liaison	Ms. Nelyda Perez
Indoor Air Quality Officer	Mr. Adam Nasr
Integrated Pest Management Coordinator	Mr. Adam Nasr
Public Agency Compliance Officer	Mr. Alex Ferreira
Right to Know Officer	Mr. Adam Nasr
Safety and Health Officer	Mr. Adam Nasr
School Funds Investor	Mr. Alex Ferreira
Section 504 Plan Officer	Ms. Nelyda Perez
Substance Awareness Coordinator	Ms. Jennise Nieves

Treasurer of School Monies

Mr. Kenneth Jannarone - \$6,119

7. Approval of Depositories

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education designate the below listed Financial Institutions, Fund and Corporation as depositories for the Matawan-Aberdeen Regional School District Board of Education funds and that the Financial Institutions be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes:

Bank of America
 New Jersey Asset & Rebate Management Program

BE IT FURTHER RESOLVED, that the Board Secretary be authorized to wire transfer Board of Education funds between Board of Education accounts only; and

BE IT FURTHER RESOLVED, that the Board Secretary be authorized to enter into agreements with the State to allow the State to initiate credit entries to Board of Education accounts in its depositories by automatic deposits when appropriate; and

BE IT FURTHER RESOLVED, that any and all endorsements on behalf of the Board of Education upon checks, drafts, notes or instruments for depositor or collection made may be written or stamped endorsements of the Board of Education without any designation of the person making such endorsements;
 and

BE IT FURTHER RESOLVED, that the Board Secretary be authorized on behalf of the Board of Education to change existing account types and establish new Statement Savings, NOW, Special Checking and/or Money Market Investment Accounts, in any one or all of the above depositories when in the best interest of the Board of Education; and

BE IT FURTHER RESOLVED, that any funds on deposit in Board of Education accounts be subject to withdrawal at any time upon presentation of warrants, checks, notes, bonds, bond coupons or other instruments or orders for the payment of money when signed, live or facsimile; and

BE IT FURTHER RESOLVED, that the Board Secretary is hereby authorized to deliver, upon demand, specimen facsimile signatures of required authorities to the above approved depositories; and

BE IT FURTHER RESOLVED, that the Board Secretary is hereby authorized on behalf of the Board of Education to:

- a. Withdraw from depositories and give receipt for, or authorize depositories to deliver to bearer or to any person designated by the Board Secretary, all or any documents and securities or other property held by the depositories for any purpose
- b. Authorize the depositories to purchase or sell CDs, Repurchase Agreements and other securities, and
- c. Execute and deliver all instructs required by the depositories in connection with any of the foregoing resolutions and affix thereto the seal of the Board of Education.

8. Authorized Signatures

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education authorize the following signatures for money market, checking and savings accounts:

Accounts	Authorized Signature
Custodian Account (All of the following persons)	Board President (Facsimile); Board Secretary (Facsimile); and Treasurer of School Monies (Facsimile)

Accounts	Authorized Signature
Payroll Agency Account	Treasurer or Board Secretary (Facsimile)
Payroll Account	Treasurer or Board Secretary (Facsimile)
Unemployment Compensation Trust	Board Secretary Only
Matawan Regional High School (MRHS) Athletic Activities Account	MRHS Principal, Athletic Director and Business Administrator or Assistant to the Business Administrator
Matawan-Aberdeen Regional School District Student Activities Accounts	Principals, Business Administrator or Assistant to the Business Administrator

9. Representative Requesting Grant Funding

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the Superintendent of Schools as the representative permitted to request federal and state grant funding for the 2017/18 school year.

10. Line Item Transfers

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education designate the Superintendent of Schools to approve line item budget transfers between regular board meetings subject to board ratification for the 2017/18 school year.

11. Adoption of the Uniform Minimum Chart of Accounts

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education authorize the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the 2017/18 school year.

12. Appointment of District Qualified Purchasing Agent for the 2017/18 School Year

WHEREAS, 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter; and

WHEREAS, 18A:18A-3 provides that contracts, awarded by the purchasing agent (who is a Qualified Purchasing Agent) that do not exceed in the aggregate in a contract year the bid threshold (\$40,000), may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution; and

WHEREAS, 18A:18A-37,c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (\$6,000) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education, pursuant to the statues cited above, hereby appoint Alexandre Ferreira (who is a Qualified Purchasing Agent) as its duly authorized qualified purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Matawan-Aberdeen Regional School District Board of Education; and

BE IT FURTHER RESOLVED, that Alexandre Ferreira, is hereby authorized to award contracts on behalf of the Matawan-Aberdeen Regional School District Board of Education that are in the aggregate less than 15% of the bid threshold (\$6,000) without soliciting competitive quotations; and

BE IT FURTHER RESOLVED, that Alexandre Ferreira, is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the Matawan-Aberdeen

Regional School District Board of Education when contracts in the aggregate exceed 15% of the bid threshold (currently \$6,000) but are less than the bid threshold of \$40,000.

13. Resolution Authorizing the Procurement of Goods and Services through State Agency for the 2017/18 School Year

WHEREAS, Title 18A:18A-10 provides that “A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property”; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education desires to authorize its purchasing agent for the 2017/18 to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that the Matawan-Aberdeen Regional School District Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors that have State Contracts. The Purchasing Agent shall make known to the Board the Commodity/Service, Vendor and State Contract Number utilized.

14. New Jersey Cooperative Bid Maintenance Program for the 2017/18 School Year

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the Educational Data Services, Inc. with offices located at 236 Midland Avenue, Saddle Brook, NJ 07663 to provide Maintenance, Right to Know, and Cooperative Skilled Trades through the New Jersey Cooperative Bid Maintenance Program for the 2017/18 school year at a total cost not to exceed \$16,000. Funds are or will be available for this purpose and appropriated from Account # 11-000-251-330-11-0000-0.

15. Resolution Authorizing the Procurement of Goods and Services through the Educational Services Commission of New Jersey

WHEREAS, N.J.S.A. 40A:11-1 (shared services purchasing) provides that, a Board of Education, by Board resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of an established cooperative pricing system; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education has the need, on a timely basis to procure goods and services utilizing the Educational Services Commission of New Jersey Cooperative Pricing System contracts; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education desires to authorize its Purchasing Agent for the 2017/18 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that the Matawan-Aberdeen Regional School District Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the Educational Services Commission of New Jersey Cooperative Pricing System utilizing various vendors that have participating contracts. The Purchasing Agent shall make known to the Board, the Commodity/Service, Vendor and Contract Number utilized.

16. Resolution Authorizing the Procurement of Goods and Services through the Monmouth-Ocean Educational Services Commission

WHEREAS, N.J.S.A. 40A:11-1 (shared services purchasing) provides that, a Board of Education, by Board resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of an established cooperative pricing system; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education has the need, on a timely basis to procure goods and services utilizing the Monmouth-Ocean Educational Services Commission Cooperative Pricing System contracts; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education desires to authorize its Purchasing Agent for the 2017/18 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that the Matawan-Aberdeen Regional School District Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the Monmouth-Ocean Educational Services Commission Cooperative Pricing System utilizing various vendors that have participating contracts. The Purchasing Agent shall make known to the Board, the Commodity/Service, Vendor and Contract Number utilized.

17. Resolution Authorizing the Procurement of Goods and Services through the Hunterdon County Educational Services Commission

WHEREAS, N.J.S.A. 40A:11-1 (shared services purchasing) provides that a Board of Education, by Board resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of an established cooperative pricing system; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education has the need, on a timely basis to procure goods and services utilizing the Hunterdon County Educational Services Commission Cooperative Pricing System contracts; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education desires to authorize its Purchasing Agent for the 2017/18 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that the Matawan-Aberdeen Regional School District Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the Hunterdon County Educational Services Commission Cooperative Pricing System utilizing various vendors that have participating contracts. The Purchasing Agent shall make known to the Board, the Commodity/Service, Vendor and Contract Number utilized.

18. Resolution Authorizing the Procurement of Goods and Services through the Somerset County Cooperative Pricing System

WHEREAS, N.J.S.A. 40A:11-1 (shared services purchasing) provides that a Board of Education, by Board resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of an established cooperative pricing system; and

WHEREAS, the Matawan- Aberdeen Regional School District Board of Education has the need, on a timely basis to procure goods and services utilizing the Somerset County Cooperative Pricing System #2-SOCCP contracts; and

WHEREAS, the Matawan- Aberdeen Regional School District Board of Education desires to authorize its Purchasing Agent for the 2017/18 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that the Matawan-Aberdeen Regional School District Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the Somerset County Cooperative Pricing System #2 SOCCP utilizing various vendors that have participating contracts. The Purchasing Agent shall make known to the Board, the Commodity/Service, Vendor and Contract Number utilized.

19. Appointment of Insurance Brokers

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education appoint the following as the District’s Insurance Brokers for the period of July 1, 2017 through June 30, 2018.

Broker	Type of Insurance
Gallagher O’Gorman & Young 707 State Road Princeton, NJ 08542	General Comprehensive and Liability Automobile Liability Professional Liability (per claim and aggregate) Excess Umbrella Employer Liability (each incident) Workers Compensation
Brown & Brown Benefit Advisors 1129 Broad St, Suite 101 Shrewsbury, NJ 07702	Health Prescription Dental

20. Appointment of Architect of Record

WHEREAS, the Matawan-Aberdeen Regional School District requires professional architectural services to be performed estimated to be in the amount of \$XXX for the school year 2017/18; and

WHEREAS, the firm of Fraytak, Veisz, Hopkins, Duthie, P.C. (FVHD Architects-Planners) 1515 Lower Ferry Road, Trenton, New Jersey 08628, are architects in the State of New Jersey and are willing to perform said services; and

NOW, THEREFORE, BE IT RESOLVED that the Matawan-Aberdeen Regional School District Board of Education appoint Fraytak, Veisz, Hopkins, Duthie, P.C. (FVHD Architects-Planners) and that the foregoing appointment is made without competitive bidding as “professional service” under the provisions of the Public Schools Contract Law (N.J.S.A. 18A-5.a.(1)) since “professional services” contracts are specifically excluded from the requirement of bidding, and the awarded services meets the definition of “professional services” pursuant to N.J.S.A. 18A.: 18A-2.h. as “services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training.”

Compensation for this contract shall be set at the following rate schedule:

Principal	\$160.00
Associate	\$145.00
Project Architect	\$125.00
Site Planner	\$125.00
Specification Writer	\$115.00
Roofing Specialist	\$115.00
Interior Design	\$110.00
Senior Drafters	\$110.00

Construction Observer	\$105.00
Junior Drafters	\$ 90.00
Support Personnel	\$ 75.00

21. Appointment of Board Attorney

WHEREAS, there exists a need for legal services for the Matawan-Aberdeen Regional School District Board of Education estimated to be in the amount of \$99,000, appropriated from Account # 11-000-230-331-11-0000-0 for the 2017/18 school year; and

WHEREAS, such legal services can be provided only by a licensed attorney and David B. Rubin, 44 Bridge Street, P.O. Box 4579, Metuchen, NJ 08840 is so recognized as such; and

WHEREAS, the Matawan-Aberdeen Regional School District in the County of Monmouth hereby appoints David B. Rubin to serve as Board Attorney; and

WHEREAS, funds in the amount of \$99,000 are or will be available for this purpose and appropriated from Account # 11-000-230-331-11-0000-0.

NOW, THEREFORE, BE IT RESOLVED that the Matawan-Aberdeen Regional School District Board of Education appoint David B. Rubin as Board Counsel and that the foregoing appointment is made without competitive bidding as “professional service” under the provisions of the Public Schools Contract Law (N.J.S.A. 18A-5a. (1)) since “professional services” contracts are specially excluded from the requirement of bidding, and the awarded service meets the definition of “professional services” pursuant to N.J.S.A. 18A: 18A-2.h. as “services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training.”

Compensation for this contract shall be set at \$175.00 per hour, plus reimbursement for all costs and disbursements reasonably incurred in the performance of his duties.

22. Appointment of Board Negotiations Attorney

WHEREAS, there exists a need for labor attorney services for the Matawan-Aberdeen Regional School District Board of Education estimated to be in the amount of \$29,700, appropriated from Account # 11-000-230-331-11-0000-1for the 2017/18 school year; and

WHEREAS, such legal services can be provided only by Paul C. Kalac, licensed attorney with Schwartz Simon Edelstein & Celso, LLC, Attorneys at Law, 100 South Jefferson Road, Suite 200, Whippany, NJ 07981 is so recognized as such; and

WHEREAS, the Matawan-Aberdeen Regional School District in the County of Monmouth hereby appoints Schwartz Simon Edelstein & Celso, LLC to serve as Board labor attorneys; and

NOW, THEREFORE, BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education appoint Schwartz Simon Edelstein & Celso, LLC to provide labor attorney services and that the foregoing appointment is made without competitive bidding as “professional services” under the provisions of the Public Schools Contract Law (N.J.S.A. 18A-5a.(q)) since “professional services” contracts are specially excluded from the requirement of bidding, and the awarded service meets the definition of “professional services” pursuant to N.J.S.A. 18A:18A-2.h. as “services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training.”

Compensation for this contract shall be set at \$165.00 per hour, plus reimbursement for all costs and disbursements reasonably incurred in the performance of his/her duties.

23. Appointment of Auditor Services for 2017/18 School Year

WHEREAS, there exists a need for auditing services and to hire an auditor estimated to be in the amount of \$32,075, appropriated from Account # 11-000-230-332-11-0000-0 for the 2017/18 school year; and

WHEREAS, such auditing services can be provided only by a licensed auditor and that Suplee, Clooney, & Company, 308 East Broad Street, Westfield, NJ 07090 is so recognized; and

WHEREAS, this action is the award of a non-fair and open contract in accordance with N.J.S.A. 19:44A-20-5.

NOW, THEREFORE, BE IT RESOLVED, by the Matawan-Aberdeen Regional School District Board of Education in the county of Monmouth, as follows:

- a. The auditing firm of Suplee, Clooney, & Company, 308 East Broad Street, Westfield, NJ 07090 is hereby retained to provide auditing services necessary in conjunction with the engagement letter for the audit of the 2016/17 school year.
- b. The Board of Education appoints John Swisher, to serve in the capacity of auditor.
- c. The contract is awarded without competitive bidding as a “Professional Service” in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(a)(1), because it is for services performed by person authorized by law to practice a recognized profession.
- d. The Board of Education is required to review the most recent peer review report prior to the engagement of the annual audit, and to acknowledge its review of the peer review report in the minutes that authorizes the engagement of the public school accountant.
- e. The anticipated term of the contract is one (1) year.
- f. John Swisher has completed and submitted a Business Entity Disclosure Certification.
- g. A copy of the resolution as well as the contract shall be placed on file with the Secretary to the Board.

24. Appointment of Continuing Disclosure Agent

WHEREAS, the Matawan-Aberdeen Regional School District requires continuing disclosure agent services to be performed for the school year 2017/18; and

WHEREAS, the firm of Phoenix Advisors, LLC 4 West Park Street, Bordentown, NJ 08505 is a continuing disclosure agent in the State of New Jersey and is willing to file the required documents each year for bond or notes that are outstanding.

WHEREAS, funds in the amount of \$850 are or will be available for this purpose and appropriated from Account # 11-000-230-339-11-0000-0; and

NOW, THEREFORE, BE IT RESOLVED that the Matawan-Aberdeen Regional School District Board of Education appoint Phoenix Advisors, LLC 4 West Park Street, Bordentown, NJ 08505.

25. Renewal of Computer Software Services

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education has a need for Computer Software Maintenance services for the 2017/18 school year to assist the district in daily usage of budget, payroll, personnel and accounts payable; and

WHEREAS, it has been determined that the required services are specialized in nature, require expertise in the field of computers and is not reasonably possible to describe the required services with written bid specifications.

NOW, THEREFORE, BE IT RESOLVED, by the Matawan-Aberdeen Regional School District Board of Education in the county of Monmouth, as follows:

The Matawan-Aberdeen Regional School District Board of Education shall award a contract for the 2017/18 fiscal year to Systems 3000, Eatontown, NJ 07724. The amount of the contract is \$22,892.

Funds are or will be available for this purpose and appropriated from Account # 11-000-251-340-11-0000-0 (\$5,203) for Personnel and (\$17,689) for Accounts Payable and Payroll.

26. Appointment of Asbestos Management Services

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education renew Environmental Connection Inc. for asbestos management services in connection with monitoring, and abatement training for the 2017/18 school year at a Professional Fee Estimate of \$2,400 based on the fee schedule on file in the Board Secretary's Office. Funds are or will be available and appropriated from Account # 11-000-262-340-12-0000-0.

27. Annual Renewal for Realtime Information Technology, Inc.

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education in accordance with 18A:18A-5(a)(19) the Matawan-Aberdeen Regional School District Board of Education approve the renewal of a contract with Realtime Information Technology, Inc. for student software system including: Student Information System; Food Service Module; Lesson Planner; 504 Manager; I&RS Manager and Notification/Alert System. Total Renewal Fee for period July 1, 2017-June 30, 2018 is \$60,580. Funds are or will be available for the Core System and appropriated from Account # 11-000-218-390-07-0000-0.

28. Appointment for Empowering Education One School at a Time Services for the 2017/18 School Year

WHEREAS, there exists a need for Empowering Education One School at a Time (e2e Exchange), (formerly known as E-Rate) services for the 2017/18 school year; and

WHEREAS, such (e2e Exchange) services can be provided only by an e2e Exchange firm, and the firm of e2e Exchange is so recognized; and

WHEREAS, funds in the amount not to exceed \$5,000 are or will be available for this purpose and appropriated from Account #11-000-252-340-07-0000-0; and

WHEREAS, this action is the award of a non-fair and open contract in accordance with N.J.S.A. 19:44A-20.5.

NOW, THEREFORE, BE IT RESOLVED, by the Matawan-Aberdeen Regional School District Board of Education in the county of Monmouth, as follows:

The Board authorizes the firm e2e Exchange of 6627 Turnstone Lane, Bradenton, FL 34202 to E-Rate Services.

29. Appointment of Policy Services Provider

WHEREAS, there exists a need for Board policies and procedures services for the 2017/18 school year; and

WHEREAS, such services can be provided on by a policies and procedures firm, and the firm of Strauss Esmay Associates, LLC is so recognized; and

WHEREAS, funds in the amount not to exceed \$4,485 are or will be available for this purpose and appropriated from Account # 11-000-230-590-11-0000-0; and

WHEREAS, this action is the award of a non-fair and open contract in accordance with N.J.S.A. 19:44A-205.5.

NOW, THEREFORE, BE IT RESOLVED, by the Matawan-Aberdeen Regional School District Board of Education in the county of Monmouth, as follows:

The Board authorizes the firm Strauss Esmay, Associates, LLC of 1886 Hinds Road, Toms River, NJ to provide board policies and procedures services.

30. Approval to Pay Outstanding Recurring Monthly Expenses

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the Business Administrator be granted the ability to pay any outstanding recurring expenses as needed between Regular Action Meetings. (The bills list will be approved at the following Board meeting.); and

BE IT FURTHER RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education allow the Business Administrator/Board Secretary to authorize individual purchases of up to \$10,000 of goods and services for the 2017/18 school year.

31. Appointment of Claims Auditor

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the Business Administrator/Board Secretary to be designated as the Board of Education’s Claims Auditor with authorization, as provided by N.J.S.A. 18A:19-2 amended, to direct pre-payment of claims for Debt Service, Payroll, Fixed Charges and any other claim or demand which would be in the best interest of the Board to pay promptly.

32. Appointment of Custodian of Records – Public Access to Records

WHEREAS, P.L. 2001, c.404 (C.47:1A-7), known as the Public Access Law, amends and supplements P.L. 1963, c.73, P.L. 1995, c.23 and P.L. 1998, c.17 regarding public access to government records; and

WHEREAS, the law designates that a person be designated as the custodian of a government record; and

WHEREAS, copies of permitted government records must be provided to persons upon written request and upon prepayment of fess prescribed by law or regulation; and

WHEREAS, except as otherwise provided by law or regulation, the fee assessed for copying of a government records shall be \$.05 per pay for letter sized pages and smaller, and \$.07 per page for legal sized pages and larger.

NOW, THEREFORE BE IT RESOLVED that the Matawan-Aberdeen Regional School District Board of Education appoints the Business Administrator/Board Secretary as the custodian of government records for the 2016-2017 school year; and

BE IT FURTHER RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the OPRA Form by any person who requests access to a government record; and

BE IT FURTHER RESOLVED, that the fees should be reviewed and approved annually by the Board of Education.

33. Approval of Doctrine of Necessity

WHEREAS, the School Ethics Act, N.J.S.A. 18A:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to prove specific ethical standards to guide their conduct; and

WHEREAS, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and

WHEREAS, the School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

WHEREAS, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and

WHEREAS, the opinion further provided that if the Board must invoke the Doctrine of Necessity not just to vote, but also to form a negotiations committee because it is without even three members to serve as a committee, then the Board must determine whether to act as a committee of the whole or to choose a smaller negotiations committee from among its members after stating publicly its reason for doing so as set forth above; and,

WHEREAS, in keeping with the Legislative purpose as set forth in N.J.S.A. 18A:12-22(a) the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity.

NOW, THEREFORE BE IT RESOLVED that the School Ethics Commission hereby requires Boards of Education and Charter School Boards of Trustees that must invoke the Doctrine of Necessity to adopt a resolution setting forth that they are invoking the Doctrine, the reason for doing so and the specific nature of the conflicts of interest; and

BE IT FURTHER RESOLVED that Board of Education and Charter School Boards of Trustees that invoke the Doctrine are directed to read the resolution at a regularly scheduled public meeting, post it where it posts public notices for thirty (30) days and provide the Commission with a copy; and

BE IT FURTHER RESOLVED that the Commission shall distribute this Resolution to the county superintendents for distribution to the school districts and charter schools, the New Jersey School Boards Association, the New Jersey Principals and Supervisors Association, the New Jersey Association of School Administrators, the New Jersey Association of School; Business Officials and the New Jersey Education Association.

34. Establishment of Meal Prices for the 2017/18 School Year

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education adopt the following price schedule as calculated under the Paid Lunch Equity (PLE) Tool for the 2017/18 School Year.

	Breakfast	Adult	Lunch	Adult
Elementary	\$1.10	\$1.65	\$2.65	\$3.20
Middle School	\$1.25	\$1.80	\$2.80	\$3.40
High School	\$1.35	\$1.90	\$3.05	\$3.90
Reduced	\$0.30		\$0.40	

Note: a’la carte options may change due to USDA nutritional guidelines. A full listing of the a’la carte menu and pricing will be available on the district’s website under the Finance Department.

35. Award of Contract Renewal for Refuse for the 2017/18 School Year

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education, in accordance with N.J.S.A. 18A:18A-42, (renewal of contracts) renew the contract with Sakoutis Brothers Disposal for the 2017/18 school year as per Bid Specifications and awarded on **TBD** by the Hazlet Board of Education. The renewal will commence on July 1, 2017 with a **TBD**% increase. The total renewal fee for the 2017/18 is not to exceed **\$TBD**.

Account: 11-000-262-422-12-0000-0

36. Renewal of District Paging System

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education, in accordance with N.J.S.A. 18A:18A-42, (renewal of contracts) renew the contract with East Coast Sound & Communication, LLC. for the 2017/18 school year after finding that the contract is being implemented in an efficient manner. The renewal will commence on July 1, 2017 with a 0% increase. The total renewal fee for the 2017/18 is not to exceed \$15,000.

Account: 11-000-252-340-07-0000-0

37. Approval of the 2017/18 Tax Payment Schedule

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the payment schedule to receive the general fund tax levy and the debt service fund tax levy for the 2017/18 school year.

Tax Payment Schedules			
Township of Aberdeen		10-1210-000-1	40-1210-000-1
Date Due 2017	Amount Due	General Fund	Debt Service
July 10, 2017	TBD	TBD	TBD
August 10, 2017	TBD	TBD	TBD
September 10, 2017	TBD	TBD	TBD
October 10, 2017	TBD	TBD	TBD
November 10, 2017	TBD	TBD	TBD
December 10, 2017	TBD	TBD	TBD
Total 2017	TBD	TBD	TBD

		10-1210-000-1	40-1210-000-1
Date Due 2018	Amount Due	General Fund	Debt Service
January 10, 2018	TBD	TBD	TBD
February 10, 2018	TBD	TBD	TBD
March 10, 2018	TBD	TBD	TBD
April 10, 2018	TBD	TBD	TBD
May 10, 2018	TBD	TBD	TBD
June 10, 2018	TBD	TBD	TBD
Total 2018	TBD	TBD	TBD
Total 2017/18 School Year	TBD	TBD	TBD

Tax Payment Schedules			
Borough of Matawan			
		10-1210-000-2	40-1210-000-2
Date Due 2017	Amount Due	General Fund	Debt Service
July 10, 2017	TBD	TBD	TBD
August 10, 2017	TBD	TBD	TBD
September 10, 2017	TBD	TBD	TBD
October 10, 2017	TBD	TBD	TBD
November 10, 2017	TBD	TBD	TBD
December 10, 2017	TBD	TBD	TBD
Total 2017	TBD	TBD	TBD

		10-1210-000-2	40-1210-000-2
Date Due 2018	Amount Due	General Fund	Debt Service
January 10, 2018	TBD	TBD	TBD
February 10, 2018	TBD	TBD	TBD
March 10, 2018	TBD	TBD	TBD
April 10, 2018	TBD	TBD	TBD
May 10, 2018	TBD	TBD	TBD
June 10, 2018	TBD	TBD	TBD
Total 2018	TBD	TBD	TBD

Total 2017/18 School Year	TBD	TBD	TBD
----------------------------------	------------	------------	------------

38. Approval of Shared Services Agreement with Aberdeen Township for the 2017/18 School Year

The Superintendent recommends that the Matawan-Aberdeen Regional Board of Education in accordance with N.J.S.A. 40:A-1 et seq., The Local Public Contracts Law (shared services agreements) and N.J.S.A.18A:18A-42 (renewal of contracts), renew its joint agreement with Aberdeen Township for the mutual provision of services in the 2017/18 school year as described below:

Services provided by Aberdeen Township

- Removal of snow in emergency situations
- Purchase of fuel for district owned vehicles
- Provision of road salt
- Maintenance of the Board’s parking lots (annual sweeping and repair of potholes)
- Disposal of tree branches and leaves
- Permitting MARSD to participate in the Township of Aberdeen Cooperative Pricing System

Services provided by the Board

- Provision of Board facilities for use by the Township free of charge
- Season striping of the Guisti Field at the Middle School for use by Township recreation teams
- Summer busing
- Technology advice

39. Receipt of Bids and Award of Contract for Landscaping Services (Bid B 18-01) for the 2017/18 School Year

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (the “Board”) prepared the bid specifications to secure Landscaping Services for the 2017/18 School year (hereinafter the “Work”); and

WHEREAS, the Board subsequently solicited bid proposals for the Work; and

WHEREAS, on May 16, 2017 the following bid proposals were received and publicly read;

Vendor	Bid Amount
TBD	TBD

and

WHEREAS, after a full and comprehensive review of the project and the bids received, and upon recommendation from the district’s Director of Facilities, the Board has determined that the lowest responsive and responsible bidder for the Work is **TBD** for the amount set forth above.

NOW, THEREFORE BE IT RESOLVED that the Board of Education hereby awards the Contract for Work in the above-referenced values and amounts to **TBD** with principal offices located at **TBD**.

The contract shall be awarded, if at all, to the lowest responsible bidder as determined by the Board of Education. The term will be for one (1) year (2017/18), with the option to renew for one (1) one (1) one year period.

BE IT FURTHER RESOLVED that the District professional staff take any and all action necessary to effectuate the purpose of the Resolution.

Account # 11-000-263-420-12-0000-0

40. Repair/Maintenance of District Cafeteria’s and HVAC Units for the 2016/17 School Year

In accordance with N.J.S.A. 18A:18A-10(a) and N.J.A.C. 5:34-7.29(c), the Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following purchase, in the following amount to be made through the State Contract Pricing System.

Vendor	Marlee Contracting
State Contract #	88692
Account	11-000-261-420-12-0000-0 and 61-910-310-420-11-0000-0
Amount	Not to Exceed \$50,000
Description	Repair/Maintenance of District Cafeteria’s and HVAC Equipment

41. Award of Contract Renewal for the Maintenance and Repair of District Owned Vehicles

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education, in accordance with N.J.S.A. 18A:18A-42, (renewal of contracts) renew the contract with Aberdeen Light Truck for the 2017/18 school year after finding that the contract is being implemented in an efficient manner. The renewal will commence on July 1, 2017 with a **TBD%** increase. The total renewal fee for the 2017/18 is not to exceed **\$TBD**.

42. Approval of KaBOOM! Grant Application

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the submission of the KaBOOM! Grant application for the Cliffwood Elementary School playground for the 2016/17 school year.

43. Teacher of the Year Recognition

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the recognition of the 2016/17 Teachers of the Year and the Educational Services Professionals of the Year pursuant to the Governor's Educator of the Year Program, and the approval of said staff members and administrators to attend the Monmouth County Educator of the Year Luncheon to take place on May 25, 2017, at a cost to the district of \$870.

Teacher/Educational Services Professional	Building
Deirdre Dellert - Teacher of the Year Matt Goetz - Educational Services Professional of the Year	HS
James Scheuing - Teacher of the Year Kath Feen - Educational Services Professional of the Year	MS
Dawn Lasko - Teacher of the Year Allison Foley - Educational Professional of the Year	LR
Allison Christie - Teacher of the Year Erin Cagnina - Educational Services Professional of the Year	ST
Kristen Fisco - Teacher of the Year Lori Donaghue - Educational Services Professional of the Year	RD
Allison Maglione - Teacher of the Year Mary Ann Gerrity - Educational Services Professional of the Year	CL
Lisa Brown - Educational Services Professional of the Year	CP

44. Non-resident Students of Staff Members

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

Staff Member ID	Student ID	Grade	School Requested
5766/6043	L. P.	KG	Cliffwood
4618	160587	2	Ravine Drive
4605	L. A.	KG	Strathmore
5164	P. P.	KG	Strathmore
4786	162204	1	Strathmore
4786	162205	1	Strathmore
4715	162302	1	Strathmore
5164	161719	2	Strathmore
4557	160559	4	Lloyd Road
4618	160060	4	Lloyd Road
4872	S. J.	9	MRHS
4103	161208	12	MRHS

Rationale: Non-resident students of staff members may attend the Matawan-Aberdeen Regional School District, in accordance with Board of Education Policy 5111. Students will be approved on an annual basis.

45. NJ State Interscholastic Athletic Association (NJSIAA) Membership Resolution for the 2017/18 School Year

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education adopt the New Jersey State Interscholastic Athletic Association (NJSIAA) Membership Resolution for the 2017/18 School year. The school district must enroll with the NJSIAA in order to participate in the approved interschool athletic program sponsored by the NJSIAA.

46. Fire and Evacuation Drills

The following Fire and Evacuation Drills occurred during April 2017:

School Name	Security Drill Type	Date & Time
Cambridge Park Pre-school	Fire Drill	4/20/17 @ 2:00 pm
Cambridge Park Pre-school	Lock Down	4/26/17 @ 10:50 am
Strathmore Elementary School	Fire Drill	4/3/17 @ 9:25 am
Strathmore Elementary School	Bomb Threat	4/5/17 @ 3:00 pm
Cliffwood Elementary School	Fire Drill	4/27/17 @ 11:30 am
Cliffwood Elementary School	Lock Down	4/21/17 @ 11:30 am
Lloyd Road Elementary School	Fire Drill	4/24/17 @ 9:05 am
Lloyd Road Elementary School	Lock Down	4/21/17 @ 9:55 am
Matawan-Aberdeen Middle School	Fire Drill	4/18/17 @ 1:35 pm
Matawan-Aberdeen Middle School	Shelter In Place	4/21/17 @ 8:50 am
Ravine Drive Elementary School	Fire Drill	4/5/17 @ 1:53 pm
Ravine Drive Elementary School	Shelter In Place	4/3/17 @ 2:43 pm
Matawan Regional High School	Fire Drill	4/18/17 @ 9:15 am
Matawan Regional High School	Lock Down	4/26/17 @ 1:32 pm

B. TRANSPORTATION

1. Inter-local Agreement Resolution - Borough of Matawan

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education shall enter into an Inter-local Government Services Agreement with the Borough of Matawan, pursuant to the provisions of N.J.S.A. 18A:20-22 and N.J.S.A. 40:8A-1, et seq., for the purposes permitted under the statutes, including, but not limited to the use of school district buses to be used for the Borough’s 2017 summer recreation program. All costs for the use of the buses and bus drivers shall be paid by Matawan Borough. Approved by the Matawan Borough on **TBD** - Resolution No. **TBD**.

2. Inter-local Agreement Resolution - Township of Aberdeen

Matawan-Aberdeen Regional School District shall enter into an Inter-local Government Services Agreement with the Township of Aberdeen, pursuant to the provisions of NJSA 18A:20-22 and NJSA 40:8A-1, et seq., for the purposes permitted under the statutes, including, but not limited to the use of school district buses to be used for the Township’s 2017 summer recreation program. All costs for the use of the buses and bus drivers shall be paid by Aberdeen Township. Approved by Aberdeen Township on **TBD** - Resolution No. **TBD**.

IX. PUBLIC COMMENTS RELATING TO BOARD AGENDA ITEMS

A member of the public asked if a seat was always guaranteed for subscription busing if the deposit was made before the deadline. Dr. Majka addressed the concern. The same member of the public asked if there will be less subscription busing seats. Dr. Majka addressed the concern.

X. ACTION ON AGENDA ITEMS

CURRICULUM AND INSTRUCTION

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

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

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 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:

Appointments/Reappointments

The Superintendent recommends: that the Board of Education approve the appointment/reappointment of the individuals listed on Non Bargaining Staff Rehire List 2017/2018 School Year

The Board also directs the Superintendent or his designee to notify those individuals of their appointment/reappointment in accordance with the contractual provisions pertaining.

All appointments/reappointments are subject to all applicable laws, regulations, policies, and bargaining agreements. In the case of unforeseen budgetary constraints or enrollment/placement changes, additional non-renewals or reductions in force may be required. Reassignments and transfers may be made by the Superintendent via recommendation to the Board at any time in accordance with applicable statutes, regulations, or policies. All of the above is also subject to any applicable provision or individually executed contracts.

Effective Date: 2017/2018 School year and/or fiscal year and or/ short-term contract, as appropriate for the category so assigned.

1. Non Bargaining Staff

MARSD Non-Bargaining Staff Rehire 2017/2018

	Last Name	First Name	Loc.	Emp Type	Position	2017/2018 Salary	Step
1	Badalamenti	Elaine	CO	12	Accountant/Purchasing Supv.	TBD	Non Bargaining
2	Ciani	Susan	CO	12	Administrative Assistant Part Time	TBD	Non Bargaining
3	DeLeonardo	Christine	CO	12	Confidential Executive Secretary	TBD	Non Bargaining
4	Dugal	Kevin	CO	12	Manager Information Technology	TBD	Non Bargaining
5	Ferrara	Francine	CO	12	Confidential Executive Secretary	TBD	Non Bargaining
6	Ferreira	Alexandre	CO	12	Business Administrator/Board Secretary	TBD	Non Bargaining

MARSD Non-Bargaining Staff Rehire 2017/2018

	Last Name	First Name	Loc.	Emp Type	Position	2017/2018 Salary	Step
7	Gallagher	Darlene	CO	12	Confidential Executive Secretary	TBD	Non Bargaining
8	Gaiamo	Mary	CO	12	Confidential Executive Secretary	TBD	Non Bargaining
9	Guidie	Darla	CO	12	Payroll/Health Benefits Manager	TBD	Non Bargaining
10	Lazar	Betsy	CO	12	Bookkeeper	TBD	Non Bargaining
11	Majka	Joseph	CO	12	Superintendent of Schools	TBD	Non Bargaining
12	Oppegaard	Richard	CO	12	Director of Security	TBD	Non Bargaining
13	Palumbo	David	CO	12	Assistant to the Business Administrator/Board Secretary	TBD	Non Bargaining
14	Puleo	Carla	CO	12	Confidential Executive Secretary	TBD	Non Bargaining
15	Randazzo	Catherine	CO	12	Administrative Assistant/Confidential Executive Secretary	TBD	Non Bargaining
16	Walsh	Brian	CO	12	Director of Personnel	TBD	Non Bargaining

2. Appointment of Mrs. Nelyda Perez as Assistant Superintendent for Special Services and Programs, Salary: \$150,000.00 Effective: 7/1/17-6/30/18
3. Assistant Superintendent for Special Services and Programs Contract. Pursuant to terms of the written employment contract for 2017/2018 school year; approved by the Executive County Superintendent.
4. Appointment of Mr. John Bombardier as Assistant Superintendent for Curriculum and Instruction, Salary: \$150,000.00 Effective: 7/1/17-6/30/18
5. Assistant Superintendent for Curriculum and Instruction Contract. Pursuant to terms of the written employment contract for 2017/2018 school year; approved by the Executive County Superintendent.

6. 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 April 24, 2017.

Incidents Reported	Confirmed HIB Incidents
4	1

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

6. Extra-Curricular/Hourly Activities – 2016/2017 School Year

Name	School	Activity	Position	2016/2017 Step/Stipend	Effective Date
Extra-Curricular Activities					
Harnett, Christopher	HS	Unified Track	Coach	\$1,000.00 (Grant Funded)	Spring 2017 Season

Account # 20-040-100-100-11-1402-1

Note: Unified Play Grant previously approved October 24, 2016

FINANCE/TRANSPORTATION

The following item was 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. Receipt of Quotations and Award of Contract for Brick Paver Installation at Matawan Regional High School (Quote Q-17-08) for the 2016/17 School Year

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (the “Board”) solicited quotation proposals for Brick Paver Installation for the 2016/17 school year (the “Work”); and

WHEREAS, as a result of the solicitation, on April 28, 2017, the following proposals were received:

Vendor	Quote Amount
Lambertson’s Landscaping Inc.	\$25,072.88

and

NOW, THEREFORE BE IT RESOLVED that after evaluating each proposal based upon the criteria established in the quotation document, the Board of Education hereby awards the Contract for Work to Lambertson’s Landscaping Inc. with principal offices located at 29 Ravine Drive, Matawan, NJ 07747.

BE IT FURTHER RESOLVED that the District professional staff take any and all action necessary to effectuate the purpose of the resolution.

Account:	12-000-400-450-12-0000-0	\$15,992.88
	20-036-100-610-30-1516-0	\$ 9,080.00

There was a motion by Ms. Esposito, seconded by Ms. Martinez at 7:34 PM to take a 10 minute break to celebrate the appointments of Ms. Perez and Mr. Bombardier.

There was a motion by Ms. Esposito, seconded by Ms. Martinez to reconvene the Board meeting at 7:49 PM.

XI. UNFINISHED BUSINESS

A member of the Board asked when the demographer will be coming to a Board meeting. Dr. Majka and Mr. Ferreira addressed the concern.

XII. NEW BUSINESS

A member of the Board noted that Strauss Esmay will be hosting a seminar on policy and legal notices.

A member of the Board stated that she and a couple other Board members attended a seminar on Opioid Addiction and that it was truly eye opening.

XIII. PUBLIC COMMENTS RELATING TO ADDITIONAL MATTERS

There was none.

XIV. 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 20 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action will take place.

It was moved by Ms. Esposito seconded by Ms. Martinez that the Board convene in Executive Session and approved by a unanimous voice vote at 7:55 pm.

The Board returned to Open Session at 8:27 pm.

XV. ADJOURNMENT

On a motion by Dr. Delaney seconded by Mr. Aitken and a unanimous roll call vote the Board adjourned the meeting at 8:28 pm.

Respectfully submitted,



Alex Ferreira
School Business Administrator/
Board Secretary

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING
MAY 8, 2017**

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS/MISC.	TOTAL	SUB YES/NO
Eyler, Aaron	MS	6/2/2017	Brookdale Community College Lincroft, NJ	Strauss-Esmay Educational Policy and School Law Seminar	\$50.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00*	NO
Majka, Joseph	CO	6/2/2017	Brookdale Community College Lincroft, NJ	Strauss-Esmay Educational Policy and School Law Seminar	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Walsh, Brian	CO	6/2/2017	Brookdale Community College Lincroft, NJ	Strauss-Esmay Educational Policy and School Law Seminar	\$50.00**	\$1.61**	\$0.00	\$0.00	\$0.00	\$51.61**	NO
Gwidz, Nicole	LR	NA On-Line Course	NA On-Line Course	Florida Institute of Technology Basics of Behavior: Learn the Principles of ABA	\$49.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$49.00*	YES
Gwidz, Nicole	LR	NA On-Line Course	NA On-Line Course	Florida Institute of Technology Making Your Classroom More Manageable	\$20.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00*	YES
Gwidz, Nicole	LR	NA On-Line Course	NA On-Line Course	Florida Institute of Technology Teaching Social Skills to Individuals Diagnosed with Autism	\$13.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$13.00*	YES
									TOTAL	\$320.19	
*Amount being charged to Account #11-000-221-580-04-0000-1											
**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: \$1,066.50											
REQUIRED ESTIMATES TO ABIDE BY LAW AND POLICY. ALL AMOUNTS ARE NOT TO EXCEED.											