

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 April 3, 2017, Administration Building, One Crest Way, Aberdeen, NJ.

I. CALL TO ORDER

Ms. Gentile called the Committee of the Whole Meeting to order at 7:08 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. Allison Friedman	Ms. Tara Martinez
	Ms. Joelle Nappi – (arrived @ 7:10 pm)	

Absent:

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. 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 April 24, 2017 Regular Action Meeting.

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

B. OTHER

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the attached 2017–2018 Staff Holiday Schedule. **(Curriculum & Instruction Attachment #2)**

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
155761	*Quakertown Community School District	\$72.17/day	3/7/17-5/5/17 (retroactive)

***Department of Education approved provider**

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

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following students to attend an out of district placement for the 2016 – 2017 school year:

Student	Classification	School	Reason	Cost	Effective Date
156135	Cognitively Impaired	CPC	Per IEP	\$18,718.96 Tuition	3/27/17-6/30/17 (retroactive)

Cost: \$18,718.96

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

Provider	Cost	Services	Effective Dates
The Association of Recovery Schools	\$300.00	Alternative School Program	4/4/17-6/30/17 (retroactive)

Rationale: The Association of Recovery Schools Program will provide the following:

- Discounts on annual conference registrations and other educational and informational materials.
- Advocacy for recovery schools at local, state and federal levels.
- Participation and access to national database.
- Eligibility for an ARS Recovery High School Accreditation.

Cost: \$300.00 **Account #:** 11-000-217-320-09-000-0

VI. PERSONNEL

Mr. Walsh reviewed the Personnel Agenda requesting that the Board take action this evening on Action Items 1 and 2. The remainder of the items will be presented for action at the April 24, 2017 Regular Action Meeting.

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

A. RESIGNATIONS/RETIREMENTS

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

Name	Loc	Position	Reason	Hire Date	Effective Date

B. 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
Cupano, Kayla	LR	Instructional Assistant	Personal Leave	Without Pay	5/8/17-5/10/17, 5/23/17-5/25/17, 6/15/17-6/16/17
Gallo, James	HS	Teacher of English	FMLA	Without Pay	4/27/17-5/12/17
Dela Rosa Hona, Lara	CO	Transportation Assistant	FMLA	Without Pay	3/20/17-3/24/17 (Retroactive)
Jennings, Casey	ST	Teacher of Special Education	Maternity Leave Disability Phase	With Pay	5/30/17-6/14/17
			Maternity Leave Disability Phase	Without Pay	6/15/17-9/20/17
			FMLA	Without Pay	9/21/17-1/4/18
			Personal Leave	Without Pay/Without Benefits	1/5/18-6/22/18

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	Salary/Stipend	# Int	Replace Reason	Effective Dates
TBD	CO	Assistant Superintendent of Curriculum & Instruction	N/A	TBD	TBD	Jones (Retirement)	7/1/17-6/30/18
Van Horn, Mark	CL	Principal	Step-02	\$144,829.00	1	Interim Replacement	7/1/17-6/30/18
Olsen, Cristina	LR	Assistant Principal	Step-1A	\$133,844.00	1	Interim Replacement	7/1/17-6/30/18
Lazur, Margaret	CO	Assistant Director of Special Services	Step-02	\$124,458.00	1	Interim Replacement	7/1/17-6/30/18
TBD	CO	PAW Program Counselor	N/A	\$10.00/Hour NTE 20 Hours/Week	TBD	Matthews (Transfer)	4/24/17-6/30/17
TBD	CO	Bus Van Driver Full Time	TBD	TBD (Pro-rated)	TBD	Kosbab (Resignation)	4/1/17-6/30/17 (Retroactive)
TBD	CO	Bus Van Driver Full Time	TBD	TBD (Pro-rated)	TBD	Beatrice (Transfer)	4/1/17-6/30/17 (Retroactive)
TBD	CO	Bus Van Driver Part Time	TBD	TBD (Pro-rated)	TBD	Dukes (Transfer)	4/1/17-6/30/17 (Retroactive)
TBD	CO	Bus Van Driver Part Time	TBD	TBD (Pro-rated)	TBD	Lara (Transfer)	4/1/17-6/30/17 (Retroactive)

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

2. Mentors – 2016/2017 School Year

Mentoring Teacher	Subject	Location

Rationale: To assist first year teachers in the performance of their duties and adjustment to the challenges of their teaching assignment; reduce novice teacher attrition; improve the effectiveness of new teachers;

and enhance knowledge of and strategies related to the CCSS to facilitate student achievement and growth by implementing the Board Approved Mentoring Plan pursuant to NJAC 6A:9B-6.

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

Effective Date: 2016/2017 School Year

3. Home Instruction – 2017/2018 School Year

Name	Subject
All Matawan Aberdeen Regional School District Certificated Staff	All Subjects

Account # 11-000-219-101-09-0000-0 – Special Education

Account # 11-150-100-101-11-0000-1 – Regular Education

4. 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
158347	Science	MAMS	DeBeVoise, Margaret	Reinecke, Taylor	2.5	8	20	3/21/17-5/23/17 (Retroactive)
158347	Social Studies	MAMS	Tarrazi, Dylan	Raiola, Amy	2.5	8	20	3/21/17-5/23/17 (Retroactive)
158347	Language Arts	MAMS	Pattwell, Jourdan	Raiola, Amy	2.5	8	20	3/21/17-5/23/17 (Retroactive)
158347	Math	MAMS	Wilson, Tara	Lenge, Tatiana	2.5	8	20	3/21/17-5/23/17 (Retroactive)
157124	World Cultures	HS	Harrington, Meghan	Carnovsky, Robert	2	3	6	2/24/17-3/21/17 (Retroactive)
157124	Lab Biology	HS	Tomasello, Louise	Milan, Gregory	2	3	6	2/24/17-3/21/17 (Retroactive)
157124	Algebra 1	HS	Stetz, Diane	Stetz, Diane	2	3	6	2/24/17-3/21/17 (Retroactive)
157124	English 1	HS	Gallo, James	Kaiser, Heather	2	3	6	2/24/17-3/21/17 (Retroactive)
160078	Language Arts	CL	Molinari, Ann/ Svenson, Alycia	Joyce, Kathleen	2	13	26	3/6/17-6/23/17

Account # 11-000-219-101-09-0000-0 – Special Education

Account # 11-150-100-101-11-0000-1 – Regular Education

5. Volunteers – Activities 2016/2017 School Year

Name	Location	Activity	Effective Date

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

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

Name	School	Activity	Position	2016/2017 Step/Stipend	Effective Date
Extra-Curricular Activities					
Hourly Activities					

Account # 11-401-100-100-11-0000-1 (Elementary Staff Members)

Account # 11-401-100-100-11-0000-2 (High School Staff Members)

Account # 11-401-100-100-11-0000-3 (Middle School Staff Members)

7. Summer Theatre Workshop – 2017

Name	Position	MRTA Stipend
TBD	Director/Coordinator	\$6580
TBD	Director	\$5920
TBD	Musical Director	\$3340
TBD	Vocal Director	\$3340
TBD	Production Design/Construction	\$4020
TBD	Production Assistant	\$1490
TBD	Choreographer	\$2970
TBD	Choreographer	\$2970
TBD	Technical Director	\$2580

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

Effective: June – July – August 2017

Account #60-990-100-100-11-0000-1

8. PIT Musician – High School Spring Musical 2016/2017

Name	Instrument	Rate/Performances \$75.00 Per Performance
LAMIS, AMELIA	Violin Player	\$75.00 Per Performance 4 Performances

Account # 11-401-100-340-30-0000-1

9. Staff Array Changes – 2016/2017 School Year

Name	Loc	Assignment	Loc	Assignment	Effective Date

10. Other

2017/2018 Annual Appointments

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

a. Appointments/Reappointments

The Superintendent recommends: that the Board of Education approve the appointment/reappointment of the individuals listed on **Personnel Attachment #1-Rehire List 2017/2018 School Year (to be available for RAM Meeting of 4/24/17)**.

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

NOTE: All appointments and re-appointments are being approved at this time in order to meet the April 30 contractual requirements for bargaining unit employees.

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.

b. 2017/2018 Extra-Curricular Appointments-Personnel Attachment #2 (to be available for RAM Meeting of 4/24/17).

c. 2017/2018 Extended School Year Appointments-Personnel Attachment #3 (to be available for RAM Meeting of 4/24/17).

VII. POLICY

Mr. Walsh reviewed the Policy Agenda requesting the Board approve the first reading of the listed policies.

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

VIII. FINANCE/TRANSPORTATION

Mr. Ferreira reviewed the Finance/Transportation Agenda on which the Board will take action at the April 24, 2017 Regular Action Meeting.

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

A. BUSINESS OPERATIONS

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

1. Payroll for March 2017 and Bills List for April 2017 (Available for review in Board Secretary’s Office)

Policy #6470 Payment of Claims

March 2017, Payroll	\$3,545,571.27
April 2017, Bills List	\$
TOTAL	\$

2. Transfer of Funds for March 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 **March 2017** as presented.

3. S-1701 Reporting for March 2017

Board Secretary Report for **March 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 **March 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 **March 31, 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.

 Alex Ferreira
 Board Secretary

April 24, 2017
 Date

4. Adoption of the 2017/18 Proposed Budget

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the resolution pertaining to the approval of the 2017/18 budget as presented at the public hearing on April 24, 2017, as follows:

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education adopted a tentative budget for the 2017/18 fiscal year on March 13, 2017, to be submitted to the Executive County Superintendent of Schools for approval; and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on **TBD**; and

WHEREAS, the tentative budget was advertised in the legal section of the Asbury Park Press on **TBD**; and

WHEREAS, the budget was presented to the public during a public hearing on April 24, 2017; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education requests the approval of a capital reserve withdrawal in the amount of \$1,200,000 for the purposes of the installation of windows, the installation of a new playground, the installation of a water main and the rehabilitation of concrete and asphalt parking lots; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education requests the approval of a maintenance reserve withdrawal in the amount of \$883,248 for the purposes of funding the general fund maintenance accounts, 11-000-261-420 and 11-000-261-610; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education requests the approval of an emergency reserve withdrawal in the amount of \$120,000 for the purposes of the purchase of a radio system to be used for security and communication purposes; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education has the ability to exceed the 2% cap permitted on the general fund local tax levy increase for certain increases on the premiums for health insurance and through the use of health insurance banked cap to balance the 2017/18 budget; and

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education has determined that \$114,971 is necessary in health insurance adjustment and \$279,223 is needed in health insurance waiver banked cap adjustment to balance the general fund for the 2017/18 fiscal year budget in order to maintain existing programs, implement mandated programs and remain in alignment with the district’s goals and objectives for the upcoming fiscal year; and

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the 2017/18 budget supported by a general fund local tax levy in the following amounts:

General Fund	\$67,408,011
Special Revenue Fund	\$1,155,713
Debt Service Fund	\$2,658,358
Total Budget	\$71,222,082

BE IT FURTHER RESOLVED that the Matawan-Aberdeen Regional School District Board of Education approves the tax levy to be raised in the following amounts:

	Total	Matawan	Aberdeen
General Fund	\$52,003,125	\$17,308,965	\$34,694,160
Debt Service Fund	\$2,392,474	\$796,322	\$1,596,152
Total Taxes to be Raised	\$54,395,599	\$18,105,287	\$36,290,312

5. Authorization to Implement the 2017/18 Budget

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education authorize the Superintendent and School Business Administrator/Board Secretary to implement the 2017/18 budget pursuant to local and state policies.

6. Change Order 1 – Home Economics Classroom Renovations at MRHS

Contract	Home Economics Classroom Renovations at MRHS-FVHD 4877	
Contractor	Pat Maggio & Son Electric, Inc.	
Change Order Number	1	
Amount	-\$2,500.00	
Description	Credit for General Allowance	-\$1,000.00
	Credit for Outlet Allowance	-\$1,500.00
	Total for Change Order # 1	-\$2,500.00

7. Receipt of Bids and Award of Contract for FVHD# 4926 Window Replacements and Door Replacement at Cambridge Park Elementary School for the 2017/18 School Year

WHEREAS, on March 30, 2017 the Matawan-Aberdeen Regional School District Board of Education (the “Board”) solicited bids for Window Replacements and Door Replacement at Cambridge Park Elementary School for the 2017/18 school year (“the Work”); and

Whereas, on April 19, 2017, the following bid proposals were received and publicly read:

Vendor	Amount
TBD	TBD

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 Board has determined that the lowest responsive and responsible bidder for the Work is **TBD**.

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**.

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

Account: TBD

8. Renewal of Food Services Management Company for the 2017/18 School Year

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education renew the contract with Chartwells as the District’s Food Service Management Company (FSMC) for the 2017/18 School year in accordance with the following terms and conditions:

Article I: Federal and State Required Contract Language

A. Duration of Addendum

This addendum begins on July 1, 2017 and ends on June 30, 2018.

B. Management Fee(s)/Guarantees

1) Fees

Management Fee. Chartwells shall charge the Local Education Agency a Management Fee of twelve thousand dollars (\$12,000) per month for ten months for an annual total of one hundred twenty thousand dollars (\$120,000) during the academic year.

2) Guarantee

Conditional Guaranteed Return. Chartwells guarantees that the return to the LEA from the Food Service Program for the school year will be Seventy Five Thousand Dollars (\$75,000). If the annual operating statement shows a return less than \$75,000, Chartwells will reduce its Management Fee by the difference between the actual and the guaranteed amount, but in no event shall the reimbursement obligation exceed the amount of Chartwells’ Management Fee, as set forth above. The Guaranteed Return is based on the following conditions and assumptions remaining in effect for the school year.

3) Conditions

- a) Cash and/or reimbursement levels from State and Federal sponsors do not fall below the levels estimated in Chartwells’ proposed budget.
- b) The value of USDA donated foods will not be less than the value of USDA donated foods estimated in the prior Agreement year.
- c) The number of days meals are served during the school year will not be less than:

<u>School Category</u>	<u>Lunch</u>	<u>Breakfast</u>
Elementary Schools	180 days	180 days
Middle Schools	180 days	180 days
High Schools	180 days	180 days

- d) Changes in district policies, practices and serving requirements including but not limited to changes in bell schedules, meal service periods or proposed staffing may result in an adjustment.
- e) The student enrollment for the current year will not be less than 3,715 students.
- f) The level of wages, salaries and fringe benefits will not exceed those included in Chartwells’ budget. In the event of an increase in wages or fringe benefits payable to employees as a result of unionization or changes in minimum wage rates or taxes, the guarantee shall from the date of increase in wages, minimum wage rates, taxes or fringe benefits be adjusted by such actual increase.
- g) The number of participating health insurance participants does not exceed the level of participants in the prior year.
- h) The selling prices of Menu Pattern Meals and a la carte selections will not be less than the prior year.
- i) Service will not be interrupted as a result of fire, work stoppage, strike or school closing.
- j) The LEA and its representatives including but not limited to, school principals, teachers and LEA employees shall fully cooperate with Chartwells in the implementation of the Food Service Program. The LEA shall fully cooperate with Chartwells to limit the expansion of competitive food sales in order to maximize the gross receipts and other non-cash sales of the Food Service Program.
- k) The LEA shall have timely submitted all documentation for reimbursement claims, except where such failure is due to an act or omission of Chartwells.
- l) Changes in legislation (including but not limited to the Healthy Hunger Free Kids Act and the Affordable Care Act), regulation, reimbursement rates, meal components or quantities required by the

National School Lunch Program or the Smart Snacks in Schools Program will affect the guarantee in proportion to the impact of such change.

- m) Vendor prices shall remain constant throughout the year.
- n) Due to the volatile nature of raw material costs, Chartwells and the LEA shall review quarterly the costs associated with paper and plastic supplies and fuel surcharges on deliveries. Any changes in Chartwells’ cost shall result in an adjustment to the guarantee.
- o) Chartwells’ guarantee is based on revenue amounts and service levels/requirements set forth in the proposed budget. Should a shortfall in any of these revenue amounts or service levels/requirements set forth by the LEA occur the guarantee shall be adjusted accordingly.
- p) Make-up days due to inclement weather shall have equal or greater sales revenue as a normal day of operation for the period in which the inclement weather cancellation occurred.
- q) Chartwells guarantee does not account for bad debts/uncollected funds. In the event there are bad debts/uncollected funds, such amounts shall be subtracted from Chartwells’ guarantee obligation.
- r) The number of students eligible for free and reduced price meals will be no less than that estimated in Chartwells’ proposed budget.

In the event the foregoing conditions are not met during the school year, Chartwells’ guarantee obligation shall be reduced by an amount equivalent to any increased cost or loss of revenue attributable to the changes in such conditions.

C. Revised Paragraph 6 under Food Service Operation

The FSMC shall comply with the nutrition standards for competitive foods in 7 CFR §§ 210.11 and 220.12, as amended, and the competitive food policy established by the State Agency and set forth in N.J.A.C. 2:36-1.11. [7 CFR 210.11].

D. Revised Paragraph 4 under USDA Donated Foods

In crediting the LEA for the value of USDA donated foods, the FSMC shall use the market value of donated foods as identified on the Monthly Warehouse Market Value Report from the New Jersey Department of Agriculture Food Distribution Program (the “Distributing Agency”). In crediting for the value of donated foods contained in processed end products, the FSMC shall use the annual pass thru value listed on the processor’s approved SEPDS (State End Product Data Schedule) for the appropriate school year. [7 CFR 250.53(a) (3)].

E. Revised Title and Paragraphs 1 and 2 under Environmental Protection/Energy Conservation

Environmental Protection/Energy Conservation/
Clean Air/Federal Water Pollution Control

- 1) The FSMC agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR Part 15).
- 2) The FSMC shall recognize mandatory standards and policies relating to energy efficiency which are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act. (42 U.S.C. 6201).

F. New Section-Procurement**Procurement**

All procurement of food, supplies, goods, and other services must comply with the cost principles in 2 CFR 400, the procurement standards prescribed in the Uniform Administrative Requirements for Grants and Agreements with institutions of Higher Education, Hospitals, and Other Non-Profit Organizations located at 2 CFR 200.317-200.326, and all applicable regulations found in 7 CFR Parts 210, 220, 245 and 250.

NOTE: References to 7 CFR 3016 and 7 CFR 3019 throughout the contract have been removed and replaced by the applicable sections in 2 CFR 200.

G. Revised Paragraphs 2 and 3 under Records

1) The FSMC shall grant the LEA, the New Jersey Department of Education, the New Jersey Department of Agriculture, the United States Department of Agriculture, the Inspectors General, the Comptroller General of the United States and its State counterparts, or any of their duly authorized representatives, access to any books, documents, papers and other records of the FSMC which are directly pertinent to this contract, for the purpose of making audit, examination, excerpts and transcripts; and shall provide timely and reasonable access to FSMC personnel for the purpose of interview and discussion related to such documents. [2 CFR 200.336].

2) The FSMC shall retain all records required or necessary under this contract for a period of three years from the date of final payment hereunder; except that in the event of litigation, claims, or audit findings, the records must be retained until all litigation, claims and audit findings involving the records have been resolved and final action taken. The FSMC will adhere to all additional exceptions, if applicable, as required by State and Federal law. [7 CFR 210.23(c) and 2 CFR 200.333].

H. New Section-Non-Discrimination Statement

This institution (LEA) is an equal opportunity provider.

In accordance with Federal civil rights law and USDA civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA Office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

Except as otherwise specifically set forth and expressly modified in this Addendum, all other terms and conditions of the Contract shall remain the same and continue to be in full force and effect and are ratified and affirmed by the parties. In the event of a conflict between the provisions of the Contract and this Addendum, the provisions of this Addendum shall be controlling as to the matters set forth herein. The

Parties agree that upon the effective date of this Addendum, it shall become a binding and integral part of the Contract.

9. Cancellation of Outstanding Checks

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the cancellation of all Outstanding Checks in the General Fund; Athletic Fund; Payroll Agency Fund; Net Payroll Account; High School Student Activity Fund and the Ravine Drive Student Activity Fund prior to June 30, 2016.

Account	Total Amount
General Fund	\$19,822.77
Athletic Fund	\$481.00
Net Payroll Account	\$4,590.52
High School Student Activity Fund	\$427.50
Cliffwood Student Activity Fund	\$180.00

10. Fire and Evacuation Drills

The following Fire and Evacuation Drills occurred during March 2017:

School Name	Security Drill Type	Date & Time
Cambridge Park Pre-school	Fire Drill	3/24/17 @ 12:50 pm
Cambridge Park Pre-school	Lockdown	3/17/17 @ 9:45 am
Strathmore Elementary School	Fire Drill	3/2/17 @ 9:25 am
Strathmore Elementary School	Active Shooter	3/3/17 @ 11:30 am
Cliffwood Elementary School	Fire Drill	3/17/17 @ 2 :30pm
Cliffwood Elementary School	Lockdown	3/27/17 @ 2:30 pm
Lloyd Road Elementary School	Fire Drill	3/29/17 @ 9:05 am
Lloyd Road Elementary School	Evacuation	3/30/17 @ 10:05 am
Matawan-Aberdeen Middle School	Fire Drill	3/21/17 @ 8:45 am
Matawan-Aberdeen Middle School	Lockdown	3/3/17 @ 2:00 pm
Ravine Drive Elementary School	Fire Drill	3/6/17 @ 9:29 am
Ravine Drive Elementary School	Shelter in Place	3/2/17 @ 2:05 pm
Matawan Regional High School	Fire Drill	3/8/17 @ 1:30 pm
Matawan Regional High School	Lockdown	3/21/17 @ 8:30 am

IX. PUBLIC COMMENTS RELATING TO BOARD AGENDA ITEMS

There was none.

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

Ms. Nappi arrived at 7:08 pm.

The following items were then approved by a unanimous roll call vote. Ms. Nappi abstained from the Personnel Agenda.

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

1. HIB Report

The Superintendent recommends the approval of the Harassment, Intimidation and Bullying (HIB) Report as reported during Executive Session of the Matawan Aberdeen Regional School District Board of Education Meeting of March 27, 2017.

Incidents Reported	Confirmed HIB Incidents
8	4

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

Name	School	Activity	Position	2016/2017 Step/Stipend	Effective Date
Extra-Curricular Activities					
Certa, Anthony (Replacing E. Wallace resignation from activity)	HS	Special Olympics Track & Field 11-402-100-100-11-0000-2	Coach	\$1,045.00 Season	2016/2017 School Year

POLICY

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 first reading of the following policies:

M indicates mandated by State law

Policy/Regulation #	Title
P 2460 & R 2460	Special Education (M) - Revised
R 2460.1	Special Education – Location, identification and Referral (M) - Revised
R 2460.8	Special Education – Free and Appropriate Public Education (M) - Revised
R 2460.9	Special Education – Transition from Early Intervention Programs to preschool Programs (M) - Revised
R 2460.15	Special Education – in-service training Needs for Professional and Paraprofessional Staff (M) - New
R 2467	Surrogate Parents and Foster Parents (M) -Revised

XI. UNFINISHED BUSINESS

There was none.

XII. NEW BUSINESS

There was none.

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 60 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. Friedman that the Board convene in Executive Session and approved by a unanimous voice vote at 7:12 pm.

The Board returned to Open Session at 9:21 pm.

XV. ADJOURNMENT

On a motion by Ms. Esposito seconded by Ms. Martinez and a unanimous roll call vote the Board adjourned the meeting at 9:23 pm.

Respectfully submitted,



Alex Ferreira
School Business Administrator/
Board Secretary

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING
April 3, 2017**

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS/MISC.	TOTAL	SUB YES/NO
Perez, Nelyda	CO	5/16/2017	Forsgate Country Club Monroe, NJ	NJPSA How to Build a Sustainable ABA Program	\$75.00**	\$8.43**	\$0.00	\$0.00	\$0.00	\$83.43**	NO
Trezza, Andrea	CP/CL/LR	5/16/2017	Forsgate Country Club Monroe, NJ	NJPSA How to Build a Sustainable ABA Program	\$75.00**	\$17.17**	\$0.00	\$0.00	\$0.00	\$92.17**	NO
Harnett, Christopher	HS	5/24/2017	Rutgers University Piscataway, NJ	New Jersey Writing Alliance Letting Go-Empowering Student Engagement	\$75.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00*	YES
Rogers, Kimberly	HS	5/24/2017	Rutgers University Piscataway, NJ	New Jersey Writing Alliance Letting Go-Empowering Student Engagement	\$75.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00*	YES
									TOTAL	\$325.60	
*Amount being charged to Account #20-270-200-500-00-0000-0											
**Amount being charged to Account #20-250-100-890-09-0000-0											
***Amount being charged to Account #11-000-251-580-11-0000-0											
****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: \$237.00											
REQUIRED ESTIMATES TO ABIDE BY LAW AND POLICY. ALL AMOUNTS ARE NOT TO EXCEED.											