

**MISSION STATEMENT:** We are committed to or exceeding the NJ Student Learning Standards at all grade levels in all areas, and providing a safe and supportive environment where all students are inspired, empowered, and encouraged to maximize their unique potential.

**VISION STATEMENT:** Students will become life-long learners, critical thinkers, and creative problem solvers who achieve success as valuable and contributing members of society.

**ACTION MEETING** on January 26, 2017, Cliffwood Elementary School, 422 Cliffwood Ave., Cliffwood, NJ.

**I. CALL TO ORDER**

President, Ms. Gentile called the Regular Action Meeting to order at 7:01 pm.

**II. PLEDGE OF ALLEGIANCE**

Three students from Cliffwood Elementary School, Mia Gallo, Rocco Gallo and Angelo Gallo, led the Board in the 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 25, 2017. This notice was sent to the Asbury Park Press, the Star Ledger, 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
	Dr. Jeff Delaney	Ms. Allison Friedman
	Ms. Tara Martinez	Ms. Joelle Nappi

Absent: Mr. Weymouth Brittingham

Also Dr. Joseph Majka, Superintendent of Schools

Present: Dr. Karen Jones, Assistant Superintendent Curriculum and Instruction  
Mr. Brian Walsh, Director of Personnel  
Mr. Alex Ferreira, School Business Administrator/Board Secretary  
Marielle Abel, Student Council Representative – left @ 7:10 pm

**V. MINUTES**

It was moved by Ms. Esposito seconded by Ms. Nappi and approved by a unanimous roll call vote to approve the following minutes. Ms. Gentile abstained from the minutes of the January 9, 2017 Committee of the Whole and Executive Session meetings.

- Minutes of December 19, 2016, Regular Action Meeting
- Minutes of December 19, 2016, Executive Session

- Minutes of January 5, 2017, Re-Organization Meeting
- Minutes of January 9, 2017, Committee of the Whole Meeting
- Minutes of January 9, 2017, Executive Session

The student representative presented her report prior to the Board President's Report.

#### **VI. STUDENT REPRESENTATIVE'S REPORT**

The student representative, Marielle Abel made the following statements:

- Updated the Relay for Life at all the schools.
- At Ravine Drive, the choral program is ongoing and they held a "Jump Rope for Hope" fundraiser.
- Students at Cliffwood participated in "Shark Tank" night. They also held a heart health event.
- There was an update on the time capsule at Lloyd Road. In addition, Marielle spoke about the teacher of the year.
- The Middle School held its band and jazz performances.
- At the High School, winter athletics are underway with track, wrestling and basketball. The Lombardi and Maxwell awards were awarded. In addition, the Challenger Sports Program has started. There was also Count Basie honors for the fall drama and the National Honor Society carried out a program to benefit service members.

#### **VII. BOARD PRESIDENT'S REPORT**

Board President, Ms. Gentile made the following statements:

- Ms. Gentile thanked Mr. Van Horn for hosting the meeting.
- Ms. Gentile congratulated Mr. Aitken and noted that the essay winner will be honored by the VFW at an upcoming Board meeting.
- Ms. Gentile stated that the District was ranked in the top 100 in the state as per [www.niche.com](http://www.niche.com).
- The Governor's Educator of the Year process is ongoing and Ms. Gentile congratulated each of the school's winners.

#### **VIII. SUPERINTENDENT'S REPORT**

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

Mr. Mark Van Horn, Principal at Cliffwood Elementary School presented the school's highlights and recognitions.

- The third grade chorus performed a musical piece.
- Discussed the second grade and kindergarten reading buddies program.
- The STEM design challenge and kindergarten floating vehicle challenges are ongoing.
- There are community service initiatives including the Soul Kitchen bracelet fundraiser.

Mr. Van Horn discussed several other initiatives and programs going on throughout Cliffwood Elementary.

The Principal of the Middle School Mr. Eyer recognized the Parents of Special People's \$1,100 donation to the Middle School for the Life Skills Program.

A 5 minute recess was taken at 7:41 pm. The meeting resumed at 7:46 pm.

Ms. Zitarosa made a PowerPoint presentation to the Board updating the District's Literacy program.

A member of the Board asked about the timelines to see if students could be caught earlier if they have reading problems. In addition, the same Board members inquired about previous year analysis and transitions throughout the school year. Ms. Zitarosa addressed the concerns.

A member of the Board stated that the presentation was very easy to follow. The same Board member also inquired about the Foundations Program description. Ms. Zitarosa addressed the concern.

A member of the Board asked about teacher overview and feedback on the different methodologies of success in the reading program. Ms. Zitarosa addressed the concern.

Mr. Ferreira and Mr. Ted Hopkins from the District's architectural firm reviewed the referendum bid results with the Board for the general, electric and HVAC projects. Mr. Hopkins stated the bids are still over the amount projected and discussed the Ravine Drive alternate bid issue.

As a result of Mr. Hopkins' recommendations of award, the results for award on referendum work will be modified. In addition, Dr. Majka clarified the remaining work to be completed and the timelines for their completion.

A member of the Board questioned the discrepancy between bids submitted by the various bidders. Mr. Hopkins addressed the concern.

A member of the Board inquired as to the impact on the budget with the comparison of the bids submitted and the amounts budgeted. Mr. Hopkins addressed the concern.

## **IX. CURRICULUM AND INSTRUCTION**

Dr. Jones reviewed the Curriculum and Instruction Agenda on which the Board would take action.

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

## **X. PERSONNEL**

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

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

Mr. Walsh administratively removed the appointment under Section C for the Occupational Therapist which was originally listed on the agenda until the February 27, 2017 Regular Action Meeting.

Ms. Gentile wished the retiring employees good luck.

## **XI. FINANCE/TRANSPORTATION**

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

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

Ms. Gentile noted that the Code of Ethics for Board Members will be tabled until the February 27, 2017 Regular Action Meeting due Mr. Rubin not being present at tonight’s meeting.

Mr. Ferreira stated that the alternate bids for Ravine Drive, numbers 3B and 3C under agenda item #12, the HVAC and electric projects respectively, will be rejected.

A member of the Board stated that Mr. Rubin’s schedule prevents him from being at the February 27, 2017 Regular Action Meeting. Ms. Gentile addressed the concern.

**XII. PUBLIC COMMENTS RELATING TO BOARD AGENDA ITEMS**

There were none.

**XIII. ACTION ON AGENDA ITEMS**

**CURRICULUM AND INSTRUCTION**

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

**A. TRAVEL**

Pursuant to travel policy #6471, the following staff is approved for travel related to training and workshops. This travel is deemed educationally necessary and fiscally prudent, and all travel expenditures shall be directly related to and within the scope of the staff member’s current responsibilities and the district’s Professional Development Plan. (**Curriculum & Instruction Attachment #1**)

**Policy:** #6471 Travel/Reimbursable Expenses

**Rationale:** Required estimates to abide by law and policy.

**B. OTHER**

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the Memorandum of Understanding (MOU) between the *Mental Health Association* herein referred to as “MHA” and the Matawan-Aberdeen School District, herein referred to as “the School,” and agree to the terms of the MOU effective January 24, 2017 through June 30, 2017.

**Rationale:** The MHA shall provide the evidence-based Lifelines School Based Suicide Prevention & Response Program (herein referred to as “Lifelines Program”) for the Matawan-Aberdeen Regional School District. The Lifelines Program is a comprehensive program with specific detailed content for developing a competent school community in response to traumatic loss, as well as intervention and prevention for suicide risk. The Lifelines Program is divided into three key components that will provide to select K-12 staff members over a course of three, six-hour training days to be conducted between February 2017 – June 2017.

**Cost:** No Cost to the District

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the extension of the following Professional Development/Coach Services Contracts: *Staff Development Inc. - RFP 17-03* (3 additional days), approved on the September 12, 2016 Board agenda.

**Rationale:** The additional days of professional development/coaching will be used to support K-12 STEM program implementation.

**Cost:** \$4,500.00 Account #: 11-000-221-320-04-0000-0

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Rich Kiker, Founder and CEO of Kiker Learning LLC., to facilitate a Google Educator Level 2 Certification Boot Camp on Thursday February 16, 2017 for select teachers from Matawan-Aberdeen and surrounding school districts.

**Rationale:** During this one day learning experience, participants will learn the essentials of Google Apps for Education with a focus on the skills and techniques needed to complete the online exam to achieve “Google Educator Level 2” status. Rich Kiker will facilitate the session and guide participants through various activities and classroom examples using media rich content, web based tutorials, and video learning libraries.

**Cost:** Not to Exceed \$1,500 (\$150 per person) Title II-A (PD) Account #: 20-270-200-500-00-0000-0

**C. SPECIAL SERVICES**

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

Student	Class	School	Reason	Cost	Effective Dates
158861	Autistic	The Shore Center	Per IEP	\$49,000.00 Tuition \$41,775.00 1:1 Aide	12/20/16-6/30/17 (retroactive)
157785	Emotionally Disturbed	Honor Ridge Academy	Per IEP	\$46,052.00	12/19/16-6/30/17 (retroactive)
156190	Autistic	The Shore Center	Per IEP	\$1,763.00 additional speech services	9/1/16-6/30/17 (retroactive)
162435	Behavioral Disability	Lord Sterling School	Per IEP	\$59,212.00	11/30/16-6/30/17 (retroactive)

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

Student	Provider	Cost	Dates
160065	*Education Inc.	\$35.00/hour	12/21/16-1/4/17 (retroactive)

\*Department of Education approved provider

**Cost:** NTE \$3,500 Account #: 11-150-100-320-09-0000-0

**PERSONNEL**

The following items were then approved by a unanimous roll call vote. Mr. Ahearn abstained from agenda item #2.

**A. RESIGNATIONS/RETIREMENTS**

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

Name	Loc	Position	Reason	Date of Hire	Effective Date
Caulfield, Janette	HS	Teacher	Retirement	9/1/2000	6/30/2017
Kosbab, Kelli	CO	School Bus/Van Driver	Resignation	9/19/2006	1/13/2017 (Retroactive)

Name	Loc	Position	Reason	Date of Hire	Effective Date
Cottrell, Patricia Ann	LR	Elementary Teacher	Retirement	9/1/1998	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
Langer, Annette	ST	School Nurse	Personal Leave	Without Pay	2/24/17
Carey, Elizabeth	CP	Teacher	Maternity Leave Disability Phase FMLA	With Pay  Without Pay	3/1/17-3/28/17  3/29/17-6/09/17
Morillo, Deborah	RD	Media Specialist	Personal Leave	Without Pay	1/10/17-3/9/17 (Retroactive)
Stevens, Vanessa	MA	Teacher	Personal Leave	Without Pay	12/19/16-12/20/16 (Retroactive)

**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
Di Geronimo, Christine	CP	Preschool Teacher Special Education Replacement Position	Step C-01	\$49,190.00 (Pro-rated)	3	Carey (Maternity Leave)	03/01/2017– 06/30/2017
Calvosa, Helena	CP	Child Study Team Speech Therapist Part Time	Step E-01	\$56,090.00 @ 0.80% = \$44,872.00 (Pro-rated)	5	New Position	3/1/17-6/30/17
De Luca-Murchie, Jaclyn	HS	Guidance Counselor Replacement Position	Step E-01	\$56,090.00 (Pro-rated)	8	Leach (Maternity Leave)	2/16/17- 6/30/17
Stollar, Rachel	CL	Elementary Teacher Part Time	Step C-01	\$49,190.00 @ 56% = \$27,546.40 (Pro-rated)	2	New Position	2/1/17-6/30/17

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

**2. MARSD District Substitutes**

Category	Account Number
<b>Certificated Staff</b>	
Parker, Gayle	Substitute Principal
Greco, Dawn	Substitute Teacher
Perchuk, Tara	Substitute Teacher
Rida, Velma	Substitute Teacher

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

Teacher Certificated: \$85.00 per Day – 2016/2017 School Year – Substitute Principal \$300.00 per day – 2016/2017 School Year

**3. College Student Observers/Teachers 2016/2017 School Year**

Name	College	Cooperating Teacher and/or Administrator	School/Area
Bloss, Justin	Georgian Court University	Wells, Michael	HS – Administrative Internship Spring 2017 and Fall 2017 Semesters
Califano, Felicia	Brookdale Community College	Pattwell, Jourdan	MA – English – Language Arts Student Observer Spring 2017 Semester
Giles, Thomas	Brookdale Community College	Hillyer, Patricia	MA – Science Student Observer Spring 2017 Semester
Dukes, Anthony	Brookdale Community College	Wegryzn, Louise	HS – History Student Observer Spring 2017 Semester
Cella, Alex	Brookdale Community College	Palomo, Hrisanthi Certa, Anthony	HS – Special Education Student Observer Spring 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 School Year

**4. Chaperones/Nurse - HS Graduation/Prom/Semi-Formal 2016/2017 School Year**

Last Name	First Name	Location/Hours/Cost
Aprilante	Tara	HS Graduation-3 Hours/\$25 per hr.
Bernstein	Daniel	HS Graduation-3 Hours/\$25 per hr.
Blodgett	Madeleine	HS Graduation-3 Hours/\$25 per hr.
Bloss	Justin	HS Graduation-3 Hours/\$25 per hr.
Cameron	Kathryn	HS Graduation-3 Hours/\$25 per hr.
Cannella	Mary	HS Graduation-3 Hours/\$25 per hr.
Certa	Anthony	HS Graduation-3 Hours/\$25 per hr.
Georgalas	Florence	HS Graduation-3 Hours/\$25 per hr.
Gross	Zachary	HS Graduation-3 Hours/\$25 per hr.
Hueston	Emily	HS Graduation-3 Hours/\$25 per hr.
Jackman	Neil	HS Graduation-3 Hours/\$25 per hr.
Kinneman	Katelyn	HS Graduation-3 Hours/\$25 per hr.
Lamicela	Joseph	HS Graduation-3 Hours/\$25 per hr.
Mackey	Latieffa	HS Graduation-3 Hours/\$25 per hr.
Mancuso	Kathleen	HS Graduation-3 Hours/\$25 per hr.
Mcdede	Maria	HS Graduation-3 Hours/\$25 per hr.
Melikova	Julia	HS Graduation-3 Hours/\$25 per hr.
Mesko	Cindy	HS Graduation-3 Hours/\$25 per hr.
Nieves	Jennise	HS Graduation-3 Hours/\$25 per hr.
Olechnowicz	Jeffrey	HS Graduation-3 Hours/\$25 per hr.
Palomo	Hrisanthi	HS Graduation-3 Hours/\$25 per hr.
Pickens	Samuel	HS Graduation-3 Hours/\$25 per hr.
Prinzi	Maria	HS Graduation-3 Hours/\$25 per hr.
Reingle	Patricia	HS Graduation-3 Hours/\$25 per hr.
Sa	Joana	HS Graduation-3 Hours/\$25 per hr.
Sodono	Lauren	HS Graduation-3 Hours/\$25 per hr.
Stetz	Diane	HS Graduation-3 Hours/\$25 per hr.
Walter	Cathleen	HS Graduation-3 Hours/\$25 per hr.
Godowski	Donna	Nurse HS Graduation-3 Hours/\$40 per hr.
Godowski	Donna	Nurse HS Prom-4 Hours/\$40 per hr.
Godowski	Donna	Nurse HS Semi Formal-4 Hours/\$40 per hr.

Account # 11-421-100-178-11-0000-6

**5. Home Instruction**

<b>I.D.</b>	<b>Subject</b>	<b>School</b>	<b>Classroom Teacher</b>	<b>Home Instruction Teacher</b>	<b>Hours Per Week</b>	<b>No. of Weeks</b>	<b>Total Hours Per Subject/ Class</b>	<b>Effective Dates</b>
155761	English 3	HS	Christathakis, Nicholas	Kaiser, Heather	2	7	14	12/14/16-2/6/17 (Retroactive)
155761	US History 2	HS	Walter, Cathleen	Brubaker, Mark	2	7	14	12/14/16-2/6/17 (Retroactive)
155761	Psychology	HS	Caulfield, Janette	Caulfield, Janette	2	7	14	12/14/16-2/6/17 (Retroactive)
155761	Algebra 2	HS	Provines, Effie	Wietecha, Corinne	2	7	14	12/14/16-2/6/17 (Retroactive)
158377	Math	MA	Lenge, Tatiana	Lenge, Tatiana	2.5	8	20	12/20/16-2/21/17 (Retroactive)
158377	Science	MA	DeBeVoise, Margaret	McFadden, Mary Beth	2.5	8	20	12/20/16-2/21/17 (Retroactive)
158377	Social Studies	MA	Tarrazi, Dylan	Tarrazi, Dylan	2.5	8	20	12/20/16-2/21/17 (Retroactive)
158377	Language Arts	MA	Raiola, Amy	Raiola, Amy	2.5	8	20	12/20/16-2/21/17 (Retroactive)
162305	Math	MA	Lenge, Tatiana	Wilson, Tara	2.5	5	12.5	12/19/16-1/19/17 (Retroactive)
162305	Science	MA	Mescal, Debra	Mescal, Debra	2.5	5	12.5	12/19/16-1/19/17 (Retroactive)
162305	Social Studies	MA	Miller, David	Miller, David	2.5	5	12.5	12/19/16-1/19/17 (Retroactive)
162305	Language Arts	MA	Raiola, Amy	Raiola, Amy	2.5	5	12.5	12/19/16-1/19/17 (Retroactive)
157124	World Cultures	HS	Harrington, Meghan	Carnovsky, Robert	2	3	6	12/14/16-1/06/17 (Retroactive)
157124	Lab Biology	HS	Tomasello, Louise	Milan, Gregory	2	3	6	12/14/16-1/6/17 (Retroactive)
157124	Algebra 1	HS	Stetz, Diane	Stetz, Diane	2	3	6	12/14/16-1/06/17 (Retroactive)
157124	English 1	HS	Gallo, James	Kaiser, Heather	2	3	6	12/14/16-1/06/17 (Retroactive)
157607	Science	MA	Towle, Catherine	Towle, Catherine	2.5	2	5	1/6/17-1/20/17 (Retroactive)
157607	Social Studies	MA	Bebel, Helen	Bebel, Helen	2.5	2	5	1/6/17-1/20/17 (Retroactive)
157607	Math	MA	Wietecha, Corinne	Wietecha, Corinne	2.5	2	5	1/6/17-1/20/17 (Retroactive)
157607	LAL	MA	Greenman, Jessica	Greenman, Jessica	2.5	2	5	1/6/17-1/20/17 (Retroactive)
156094	US History 1	HS	Wegrzyn, Louise	Kaiser, Heather	2	8	16	1/3/17-2/28/17 (Retroactive)
156094	English 2	HS	Miseo, Rachel	Greenman, Jessica	2	8	16	1/3/17-2/28/17 (Retroactive)
156094	Lab Chemistry	HS	Olehnowicz, Jeffrey	Milan, Gregory	2	8	16	1/3/17-2/28/17 (Retroactive)

Account # 11-000-219-101-09-000-0 - High School

Account #11-150-100-101-11-0000-1 - Middle School



**6. Curriculum & Instruction Committees - Revisions**

Name	Position	Staff	Activity	Max Hours	Cost/ Hour	Total Cost	Loc
Bruder, Angela	K-5 English Language Arts Committee	14 12 Teachers (2 per grade level) and 2 literacy coaches Others previously approved	Evaluate the K-5 ELA curricular revisions, program framework, and instructional resources; take part in data analysis; conduct independent research as needed; may include development and delivering a BOE presentation. The guided professional development work sessions will take place at Central Office	9 hours max each	\$30	\$3780	CO

Account # 20-270-200-101-11-0000-1

**7. Curriculum & Instruction – After School Program**

Name	Position	Staff	Activity	Max Hours	Cost/ Hour	Total Cost	Loc
Garrett, Carolina	Grades 4-5 World Language After-School Program	1 World Language Teacher (K-12)	Develop and implement an after-school, world language program that will take place twice a month at Lloyd Road elementary School and run from 3:20-4:20 PM.  Students will be exposed to the cultural aspects of French, Italian and Spanish speaking nations.  January 2017 – May 2017	12 hours max (student contact)  3 hours max (curriculum development)	\$35  \$30	\$420  \$90	LR

Account # 20-270-200-101-11-0000-1

**8. Extra-Curricular/Hourly Activities - 2016/2017 School Year**

Name	School	Activity	Position	2016/2017 Step/Stipend	Effective Date
<b>Extra-Curricular Activities</b>					
Scheuing, James (Replacing John Kaye resignation from activity)	HS	Baseball 11-402-100-100-11-0000-2	Assistant Coach	Step – 3 Stipend – \$6,200.00	2016/2017 School Year
<b>Hourly Activities</b>					
Demonte, Agnes	CL	Extra-Curricular Programs	Instructional Assistant	Hourly Per Diem Rate	2016/2017 School Year
Edelstein, Joy	MS	Extra-Curricular Programs	Instructional Assistant	Hourly Per Diem Rate	2016/2017 School Year
Esposito, Mindy	CL	Extra-Curricular Programs	Instructional Assistant	Hourly Per Diem Rate	2016/2017 School Year
Kuchinski, Danielle	CL	Extra-Curricular Programs	Instructional Assistant	Hourly Per Diem Rate	2016/2017 School Year
O’Brien, Denise	LR	Extra-Curricular Programs	Instructional Assistant	Hourly Per Diem Rate	2016/2017 School Year
Tay, Kathleen	LR	Extra-Curricular Programs	Instructional Assistant	Hourly Per Diem Rate	2016/2017 School Year
Schueller, Melanie	MS	Extra-Curricular Programs	Instructional Assistant	Hourly Per Diem Rate	2016/2017 School Year
Wietecha, Robert	HS	Extra-Curricular Programs	Instructional Assistant	Hourly Per Diem Rate	2016/2017 School Year
Lamicela, Joseph	HS	Extra-Curricular Programs	Instructional Assistant	Hourly Per Diem Rate	2016/2017 School Year

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

Account # 11-401-100-100-11-0000-1 (Elementary Staff Members)  
 Account # 11-401-100-100-11-0000-3 (Middle School Staff Members)

**9. Curriculum & Instruction – Alternative After School Program**

Name	Position	Staff	Activity	Max Hours	Cost/ Hour	Total Cost	Loc
Milan, Gregg	Biology Teacher Proper NJ Certification Required for all positions	1	Provide supplemental after-school academic assistance to students who have failed Biology.  This program will provide targeted remedial instruction in a small group setting designed to strengthen Biology skills and content knowledge.	2.5 Hours per Week (Feb-June)	\$35	\$1,750 NTE	HS

Account # 11-421-101-11-0000-6 Total Amounts NTE \$8,050

**10. Volunteers – Activities 2016/2017 School Year**

Name	Location	Activity	Effective Date
Becourtney, Chelsea	HS	Winter/Color Guard	2016/2017 School Year
Zettell, Megan	ST	Elementary School Grade 2	2016/2017 School Year

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

**11. Spanish Translator**

Name	Position	Location	Hourly Rate
Leslie, Kathryn	ESL Teacher	MA	\$30.00 As Needed

Rationale: To assist in translating written documents and interpret conversations with parents

Cost: \$30.00/Hour – As needed basis

Effective: 2016/2017 School year

**12. Staff Array Changes – 2016/2017 School Year**

Name	Loc	Assignment	Loc	Assignment	Effective Date
Bergrin, Barbara	LR	Special Education BD Class	CL	Special Education POR	1/3/17-6/30/17 (Retroactive)

**13. Other**

**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 January 9, 2016.

Incidents Reported	Confirmed HIB Incidents
3	2

**FINANCE/TRANSPORTATION**

The following items were then approved by a unanimous roll call vote: Mr. Ahearn abstained from agenda items #11 and #12. Ms. Martinez and Ms. Nappi abstained from their portions of the bills list.

The following items were removed prior to Board Action: Item 4 and Item 12

**Ravine Drive Elementary School - FVHD 4804 A&F Contract No. 3B-HVACR Work**

<b>Alternate Bid:</b>	
HC-1 RTU’s Ravine Drive	\$40,000

**Ravine Drive Elementary School - FVHD 4804 A/B/C/F Contract No. 4C–Electrical Work at all Four Schools**

<b>Alternate Bid:</b>	
EC-1 – RTU’s Ravine Drive	\$5,000

**A. BUSINESS OPERATIONS**

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

**1. Payroll for December 2016 and Bills List for January 2017** (Available for review in Board Secretary’s Office)

Policy #6470 Payment of Claims

<b>December 2016, Payroll</b>	\$3,572,084.90
<b>January 2017, Bills List</b>	\$2,675,053.41
<b>TOTAL</b>	<b>\$6,247,138.31</b>

**2. Transfer of Funds for December 2016** (Available for review in Board Secretary’s Office)

Policy # 6422 Budget Transfers

WHEREAS, N.J.A.C. 6A:23A-16.10(a)1 prohibits a district Board of Education from approving an encumbrance or expenditure that, when added to the total of existing encumbrances and expenditures, does not exceed the amount appropriated by the district board of education in the applicable line item account established pursuant to N.J.A.C. 18A:22-8.1., and

WHEREAS, N.J.A.C. 6A:23A-16.10(c)1 requires presentation of a report showing all transfers between line item accounts at every regular district board of education meeting,

NOW, THEREFORE BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the report of line item transfers for **December 2016** as presented.

**3. S-1701 Reporting for December 2016**

Board Secretary Report for **December 2016**

BE IT RESOLVED, that the Report of the Secretary to the Board of Education and the Report of the Treasurer of School Monies for **December 2016**, which are in agreement, be accepted as submitted and attached to and made part of the minutes of this meeting.

BE IT FURTHER RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education, pursuant to N.J.A.C. 6A:23A-16.10(c)4, certify that as of **December 31, 2016**, 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

January 23, 2017  
 Date

#### 4. New Jersey School Boards Code of Ethics

Mr. David Rubin, Board Attorney will provide training to members.

CODE OF ETHICS FOR SCHOOL BOARD MEMBER  
N.J.S.A.: 18A:12-24.1

A School Board Member shall abide by the following Code of Ethics for School Board Members:

- a. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- c. I will confine my board action to policy making, planning and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but together with my fellow board members, to see that they are well run.
- e. I will recognize that authority rests with the board of education and will make no personal promises nor take any private action that may compromise the board.
- f. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools, which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

The Board Secretary has provided each board member with a copy of the Code of Ethics.

BE IT RESOLVED, that the members of the Matawan-Aberdeen Regional School District Board of Education will abide by the New Jersey School Board Member Code of Ethics and certifies the Following:

That the School Ethics Act and Code of Ethics for School Board Members has been received and discussed.

That Policies and Procedures regarding training of District Board of Education Members have been adopted, and

That each Board of Education member acknowledges receipt of the Code of Ethics for School Board Members and has become familiar with the Code of Ethics.

**5. Open Public Meetings Act-Establish Meeting Dates, Time and Place**

WHEREBY notice is hereby given that pursuant to the “OPEN PUBLIC MEETINGS LAW”, P.L. 1975, C.231, the Board of Education of the Matawan-Aberdeen Regional School District does herewith announce its schedule of Annual Meetings to be held during the period from February 13, 2017 through January 22, 2018.

A. Committee of the Whole meetings will be held on the second Monday of each month at 7:00 pm in the Administrative Offices at 1 Crest Way in Aberdeen, NJ unless otherwise indicated.

B. Public meetings will be held monthly on the fourth Monday of each month at 7:00 pm in various locations unless otherwise indicated. The purpose of the meeting is to act on all agenda items and any other business to come before the Board. The regular action meetings are designated as meetings to be recorded for broadcast on the District cable access channel.

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted in the Matawan-Aberdeen Regional Board of Education Administration Office and posted on the District website. **(Finance Attachment #1)**

**6. Adoption of Official Newspapers**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education authorize the Asbury Park Press and the Star Ledger be adopted as the official newspapers to be used for the advertisement of meetings and legal ads and all other necessary public notifications for the 2017 calendar year.

**7. Parliamentary Procedures**

BE IT RESOLVED, that the Board adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and the board attorney to act as the parliamentarians for the 2017 calendar year.

**8. Board Policies/Regulations**

BE IT RESOLVED, that the Board approve the adoption of all existing Board Policies and Regulations; including Board Bylaws (Policies 0000-0177).

**9. Carry Forward of Funds – ESSA (Formerly NCLB)**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the carry forward of unspent funds from the 2015-2016 Every Student Succeeds Act (ESSA) Title I Part A, Title II Part A and Title III into the 2016-2017 ESSA grant:

NCLB Program	2016-2017 Original Award	2015-2016 Carry Forward Amount	New Allocation for 2016-2017
Title I Part A	\$403,065	\$19,430	\$422,495
Title II Part A	\$76,583	\$369	\$76,952
Title III	\$20,072	\$2,748	\$22,820

**Rationale:** The proposed carry forward will allow the unspent funds from 2015-2016 to be spent during the 2016-2017 school year.

**10. Approval of Settlement Agreement**

BE IT RESLOVED that a settlement agreement pertaining to a student matter with OAL Docket No. EDS 06170-15 be approved as it relates to legal fees and parental costs and that the Board President is authorized to execute said agreement memorializing the terms agreed upon by the parties.

**11. Receipt of Bids and Award of Contract for FVHD# 4804A/B/C/F – HVAC System Replacement at Four District Schools (General Construction Work) – Lloyd Road, Cliffwood, Cambridge Park and Ravine Drive Elementary Schools for the 2016-2017 School Year**

WHEREAS, on November 15, 2016, the Matawan-Aberdeen Regional School District Board of Education (the “Board”) solicited bids for HVAC System Replacement at Four District Schools for the 2016-2017 school year (the “Work”); and

WHEREAS, on November 15, 2016, the following bid proposals were received and publicly read;

**Lloyd Road Elementary School - FVHD 4804C Contract No. 1A - General Construction Work**

	<b>Arista Builders</b>	<b>McCauley Construction</b>	<b>SMBA Construction, LLC</b>
<b>Base Bid</b>	\$680,000	\$706,000	\$347,000
<b>Alternate Bid</b>			
GC-1 Plastic Laminate Casework & Wall Demo	\$80,000	\$28,000	\$85,000
GC-2 ACT Board Replacement	\$300,000	\$52,000	\$47,000
GC-3 RTU’s, AHU’s, EF’s & CU’s	\$100,000	\$52,000	\$28,000
<b>Total</b>	<b>\$1,160,000</b>	<b>\$838,000</b>	<b>\$507,000</b>

**Cliffwood Elementary School - FVHD 4804B Contract No. 2A - General Construction Work**

	<b>Arista Builders</b>	<b>McCauley Construction</b>	<b>SMBA Construction, LLC</b>
<b>Base Bid</b>	\$338,000	\$424,000	\$284,000
<b>Alternate Bid</b>			
GC-1 Plastic Laminate Casework	\$70,000	\$50,000	\$70,000
GC-2 RTU’s, DS’s, CU’s & CP’s	\$80,000	\$37,000	\$42,000
<b>Total</b>	<b>\$488,000</b>	<b>\$511,000</b>	<b>\$396,000</b>

**Cambridge Park & Ravine Drive Elementary Schools - FVHD 4804A & F Contract No. 3A General Construction Work**

	<b>Arista Builders</b>	<b>SMBA Construction, LLC</b>
<b>Base Bid</b>	\$280,000	\$188,000
<b>Alternate Bids</b>		
GC-1 RTU’s-Cambridge Park	\$80,000	\$76,000
GC-1 RTU’s-Ravine Drive	\$93,000	\$45,000
GC-2 ACT Board Replacement Ravine Drive	\$4,800	\$47,000
<b>Total</b>	<b>\$457,800</b>	<b>\$356,000</b>

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 as follows:

**Lloyd Road Elementary School - FVHD 4804C Contract No. 1A - General Construction Work**

	<b>SMBA Construction, LLC</b>
<b>Base Bid</b>	\$347,000
<b>Alternate Bid</b>	
GC-3 RTU's, AHU's, EF's & CU's	\$28,000
<b>Total</b>	<b>\$375,000</b>

**Cliffwood Elementary School - FVHD 4804B Contract No. 2A - General Construction Work**

	<b>SMBA Construction, LLC</b>
<b>Base Bid</b>	\$284,000
<b>Alternate Bid</b>	
CL-GC-2 RTU's, DS's, CU's & CP's	\$42,000
<b>Total</b>	<b>\$326,000</b>

**Cambridge Park & Ravine Drive Elementary Schools - FVHD 4804A & F Contract No. 3A General Construction Work**

	<b>SMBA Construction, LLC</b>
<b>Base Bid</b>	\$188,000
<b>Alternate Bid</b>	
GC-1 RTU's-Cambridge Park	\$76,000
GC-2 RTU's- Ravine Drive	\$45,000
<b>Total</b>	<b>\$309,000</b>

NOW, THEREFORE BE IT RESOLVED, that the Board of Education hereby awards the Contract for Work in the above-referenced values and amounts to SMBA Construction, LLC, with principal offices located at 9 Moore Place, North Arlington, NJ 07031 with the exception of the Ravine Drive Alternate Bid GC2.

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

**12. Receipt of Re-Bids and Award of Contract for FVHD# 4804A/B/C/F – HVAC System Replacement at Four District Schools – Lloyd Road, Cliffwood, Cambridge Park and Ravine Drive Elementary Schools for the 2016-2017 School Year**

WHEREAS, on November 15, 2016, the Matawan-Aberdeen Regional School District Board of Education (the "Board") solicited bids for HVAC System Replacement at Four District Schools for the 2016-2017 school year (the "Work"); and

WHEREAS, on November 15, 2016, bid proposals were received and publicly read:

WHEREAS, on November 28, 2016 pursuant to N.J.S.A. 18A:18A-22(a), and upon recommendation by the Architect of Record, Fraytak, Veisz, Hopkins, Duthie PC and the Board Attorney, the Board of Education rejected all bids for the Work because after review the lowest bid did in fact substantially exceed the appropriation.

WHEREAS, on December 6, 2016 the Matawan-Aberdeen Regional School District Board of Education (the "Board") solicited bid proposals for the provision of HVAC System Replacement at Four (4) District Schools for the 2016-2017 school year and

WHEREAS, on December 22, 2016 bid proposals were received and publicly read:

**Lloyd Road Elementary School - FVHD 4804C Contract No. 1B - HVACR Work**

Vendor	Base Bid	Alternate Bids		Total
		HC-1 RTU's, AHU's, EF'S & CU's	HC-2 Modine-Airedale Unit Ventilators	
Comfort Mechanical	\$1,493,204	\$711,814	\$37,452	<b>\$2,242,470</b>
EACM Corporation	\$1,595,000	\$777,237	\$69,775	<b>\$2,242,012</b>
Framan Mechanical	\$1,455,000	\$479,000	n/c	<b>\$1,934,000</b>
Sganga, Gabe Inc.	\$2,191,500	\$885,000	\$82,700	<b>\$3,159,200</b>
Thassian Mechanical	\$1,520,000.	\$760,000	n/c	<b>\$2,280,000</b>

**Lloyd Road Elementary School - FVHD 4804C Contract No. 1C - Electrical Work**

	Electrical Design	MJF Electric	Sodon's Electric
<b>Base Bid</b>	\$411,700	\$375,000	\$417,000
<b>Alternate Bids</b>			
EC-1 RTU's, AHU's, EF's & CU's	\$19,700	\$20,000	\$37,000
<b>Total</b>	<b>\$431,400</b>	<b>\$395,000</b>	<b>\$454,000</b>

**Cliffwood Elementary School - FVHD 4804B Contract No. 2B - HVACR Work**

Vendor	Base Bid	Alternate Bids		Total
		HC-1 RTU's, DS's, CU's & CP's	HC-2 HVAC Modine-Airedale UV	
Comfort Mechanical	\$787,240	\$250,952	\$23,875	<b>\$1,062,067</b>
EACM Corporation	\$874,000	\$283,284	\$47,675	<b>\$1,204,959</b>
Framan Mechanical	\$955,000	\$155,000	n/c	<b>\$1,110,000</b>
Performance Mechanical	\$876,000	\$166,000	\$40,000	<b>1,082,000</b>
Sganga, Gabe, Inc.	\$1,167,850	\$320,460	\$56,700	<b>1,545,010</b>
Thassian Mechanical	\$809,000	\$280,000	n/c	<b>1,089,000</b>

**Cliffwood Elementary School – FVHD 4804B Contract No. 2C – Electrical Work**

	Electrical Design	MJF Electric	Pat Maggio & Son, Inc.	Sodon's Electric
<b>Base Bid</b>	\$256,000	\$150,000	\$271,000	\$254,000
<b>Alternate Bid</b>				
EC-1 RTU's, DS's, CU's & CP's	\$22,900	\$15,000	\$17,000	\$45,000
<b>Total</b>	<b>\$278,900</b>	<b>\$165,000</b>	<b>\$288,000</b>	<b>\$299,000</b>

**Cambridge Park & Ravine Drive Elementary Schools – FVHD 4804A & F Contract No. 3B – HVACR Work**

Vendor	Base Bid	Alternate Bids		Total
		HC-1 RTU'S Cambridge Park	HC-1 RTU'S Ravine Drive	
Comfort Mechanical	\$1,412,130	\$552,375	\$309,799	<b>\$2,274,304</b>
Framan Mechanical	\$1,335,000	\$455,000	\$40,000	<b>\$1,830,000</b>
Thassian Mechanical	\$1,310,000	\$550,000	\$310,000	<b>\$2,170,000</b>

**Cambridge Park & Ravine Drive Elementary Schools - FVHD 4804A & F Contract No. 3C – Electrical Work**

	Electrical Design	MJF Electric	Pat Maggio & Son, Inc.	Sodon's Electric
<b>Base</b>	\$284,000	\$225,000	\$239,000	\$279,000



<b>Alternate Bid</b>				
EC-1 RTU’s-Cambridge Park	\$35,700	\$15,000	\$32,000	\$60,000
EC-1 RTU’s-Ravine Drive	\$16,000	\$5,000	\$15,000	\$25,000
<b>Total</b>	<b>\$335,700</b>	<b>\$245,000</b>	<b>\$286,000</b>	<b>\$364,000</b>

**Contract No. 4B - HVACR Work at all Four Schools FVHD 4804 A/B/C/F**

	<b>Framan Mechanical</b>	<b>Preferred Mechanical</b>
<b>Base Bid</b>	\$4,255,000	\$3,536,000
<b>Alternate Bid</b>		
HC-1 HVACR RTU’S,EF’S & CU’S-Lloyd Road	\$499,000	\$786,000
HC-2 HVACR Modine-Airedale UV-Lloyd Road	n/c	\$78,500
HC-1 RTU’s, DS’s, CU’s, & CP’s-Cliffwood Elementary	\$175,000	\$247,000
HC-2 HVACR Modine-Airedale UV-Cliffwood Elementary	n/c	\$45,600
HC-1 HVACR–RTU’s-Cambridge Park	\$475,000	\$575,000
HC-1 HVACR-RTU’s-Ravine Drive	\$40,000	\$309,000
<b>Total</b>	<b>\$5,444,000</b>	<b>\$5,577,100</b>

**Contract No. 4C - Electrical Work at all Four Schools FVHD 4804 A/B/C/F**

	<b>Electrical Design</b>	<b>MJF Electric</b>	<b>Sodon’s Electric</b>
<b>Base Bid</b>	\$947,700	\$750,000	\$950,000
<b>Alternate Bids:</b>			
EC-1-RTU’s, AHU’s, EF’s & CU’s-Lloyd Road	\$19,700	\$20,000	\$37,000
EC-1-RTU’S, DS’s, CU’s & CP’s-Cliffwood Elementary	\$22,900	\$15,000	\$45,000
EC-1-RTU’S-Cambridge Park	\$35,700	\$10,000	\$60,000
EC-1-RTU’s-Ravine Drive	\$16,000	\$5,000	\$25,000
<b>Total</b>	<b>\$1,042,000</b>	<b>\$800,000</b>	<b>\$1,117,000</b>

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 as follows:

**Lloyd Road Elementary School - FVHD 4804C Contract No. 1B - HVACR Work**

	<b>Framan Mechanical</b>
<b>Base Bid</b>	\$1,455,000
<b>Alternate Bid:</b>	
LR-HC-1 - RTU’s, AHU’s, EP’s & CU’s	\$479,000
LR-HC-2 – Modine-Airedale Unit Ventilators	n/c
<b>Total</b>	<b>\$1,934,000</b>

**Cliffwood Elementary School - FVHD 4804B Contract No. 2B - HVACR Work**

	<b>Comfort Mechanical Corp.</b>
<b>Base Bid</b>	\$787,240
<b>Alternate Bid:</b>	
HC-1 RTU’s, DS’s, CU’s & CP’s	\$250,952
HC-2 HVAC Modine-Airedale UV	\$23,875
<b>Total</b>	<b>\$1,062,067</b>

**Cambridge Park & Ravine Drive Elementary Schools – FVHD 4804A & F Contract No. 3B – HVACR Work**

	<b>Framan Mechanical</b>
Base Bid	\$1,335,000
Alternate Bid:	
HC-1 RTU’S Cambridge Park	\$455,000
<b>Total</b>	<b>\$1,790,000</b>

**Contract No. 4C - Electrical Work at all Four Schools FVHD 4804 A/B/C/F**

	<b>MJF Electrical Contracting &amp; Maintenance, Inc.</b>
<b>Base Bid</b>	\$750,000
<b>Alternate Bid:</b>	
EC-1-RTU’s, AHU’s, EF’s & CU’s-Lloyd Road	\$20,000
EC-1-RTU’S, DS’s, CU’s & CP’s-Cliffwood Elementary	\$15,000
EC-1-RTU’S-Cambridge Park	\$10,000
<b>Total</b>	<b>\$795,000</b>

NOW, THEREFORE BE IT RESOLVED, that the Board of Education hereby awards the Contract for Work in the above-referenced values and amounts to the contractors listed above.

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

**13. Receipt of Quotations and Award of Contract for Pole Vault/High Jump Pit (Quote Q-17-07) for the 2016-2017 School Year**

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (the “Board”) solicited quotation proposals for a Pole Vault/High Jump Pit for the 2016-2017 school year (the “Work”); and

WHEREAS, as a result of the solicitation, on January 3, 2017 the following proposals were received:

<b>Vendor</b>	<b>Quote Amount</b>
BSN Sports	\$19,906
MFAC, LLC (M-F Athletic)	\$21,810

and

NOW, THEREFORE BE IT RESOLVED that, after evaluating each proposal based upon the criteria established in the quotation document, the lowest quote did not meet specifications, therefore the Board of Education hereby awards the Contract for Work in the amount of \$21,810 to MFLAC, LLC (M-F Athletic) with principal offices located at 1600 Division Road, West Warwick, RI 02893.

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

**Account:** 12-402-100-730-30-0000-0

**14. Change Order #1 – Home Economics Classroom Renovations at MRHS**

<b>Contract</b>	Home Economics Classroom Renovations at MRHS – FVHD 4877	
<b>Contractor</b>	Arista Builders and Designers, Inc.	
<b>Change Order #</b>	1	
<b>Amount</b>	-\$2,000	
<b>Description</b>	Decreased	-\$2,000
	Total for Change Order # 1	-\$2,000

**15. Sale or Disposal of Assets**

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

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

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

Item Description	Quantity	Cost Per Unit
Dodge 3500 Rack Body w/Plow, Vin #3B6MF36572M265409 Mileage: 36,000, Vehicle will need to be towed due to no brakes or battery. Snow plow is broken as well.	1	\$800-\$1,200
Ford E150 Econoline Van, Vin #11FTEE14N2RHB88621 Mileage: At least 40,000 (Odometer is broken), Scrap vehicle that will need to be towed.	1	\$200

**16. Acceptance of Donation from Parents of Special People**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation in the amount of \$1,100 from Parents of Special People. This donation will help expand the Life Skills Program at Matawan-Aberdeen Middle School.

**17. Fire and Evacuation Drills**

The following Fire and Evacuation Drills occurred during December 2016:

School Name	Security Drill Type	Date & Time
Cambridge Park Pre-school	Fire Drill	12/6/16 @ 1:35 pm
Cambridge Park Pre-school	Lockdown	12/13/16 @ 1:30 pm
Strathmore Elementary School	Fire Drill	12/2/16 @ 10:00 am
Strathmore Elementary School	Active Shooter	12/2/16 @ 11:20 am
Cliffwood Elementary School	Fire Drill	12/21/16 @ 10:00 am
Cliffwood Elementary School	Active Shooter	12/15/16 @ 1:20 pm
Lloyd Road Elementary School	Fire Drill	12/20/16 @ 9:05 am
Lloyd Road Elementary School	Lockdown	12/19/16 @ 2:00 pm
Matawan-Aberdeen Middle School	Fire Drill	12/1/16 @ 1:55 pm
Matawan-Aberdeen Middle School	Shelter in Place	12/9/16 @ 8:30 am
Ravine Drive Elementary School	Fire Drill	12/6/16 @ 9:25 am
Ravine Drive Elementary School	Lockdown	12/8/16 @ 2:10 pm
Matawan Regional High School	Fire Drill	12/5/16 @ 12:40 pm
Matawan Regional High School	Lockdown	12/9/16 @ 8:30 am

**B. TRANSPORTATION**

**1. Award of Joint Transportation Route for the 2016-2017 School Year**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following Joint Transportation Route for the 2016-2017 school year with Matawan-Aberdeen Regional School District as the Joiner District.

RTE#	Destination	Host	Joiner	# of Days	Joiner Per Diem	Eff. Dates	Estimated Cost
N74	Honor Ridge ACA	ESCNJ	MARSD	118	\$148.75	1/3/17-6/30/17 (retroactive)	\$17,552.50

**Rationale:** Route is required to transport Special Education students for 2016-2017 school year.

**XIV. UNFINISHED BUSINESS**

A member of the Board stated that the bylaws of the District need to be addressed. She recommends that a sub-committee review them.

**XV. NEW BUSINESS**

A member of the Board discussed the High School PTO. In addition, she would like a survey or needs assessment sent to the students.

**XVI. PUBLIC COMMENTS RELATING TO ADDITIONAL MATTTTERS**

There were none.

**XVII. EXECUTIVE SESSION**

Be It Resolved, that a closed session be convened for the purpose of discussing Confidential Student Matters - HIB Reports, Confidential Legal Matters - Litigation Update and Confidential Personnel Matters - Evaluation. The subject matter of these discussions will be disclosed to the public when the reason for confidentiality subsides. Although the Board cannot guarantee it, the length of the Executive Session is estimated to be 30 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action will take place.

It was moved by Ms. Martinez seconded by Ms. Nappi that the Board convene in Executive Session and approved by a unanimous voice vote at 8:47 pm.

The Board returned to Open Session at 9:23 pm.

**XVIII. ADJOURNMENT**

On a motion by Ms. Martinez seconded by Ms. Esposito and a unanimous roll call vote the Board adjourned the meeting at 9:24 pm.

Respectfully submitted,



Alex Ferreira  
School Business Administrator/Board Secretary

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR ACTION MEETING  
January 26, 2017**

*Curriculum and Instruction Attachment #1*

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS/MISC.	TOTAL	SUB YES/NO
Lazur, Margaret	CO	1/26/2017, 1/27/2017	Harrah's Resorts Atlantic City, NJ	New Jersey Association of School Administrators TechSpo'17	\$425.00**	\$33.11**	\$66.00**	\$0.00	\$76.50**	\$600.61**	NO
Perez, Nelyda	CO	1/26/2017, 1/27/2017	Harrah's Resorts Atlantic City, NJ	New Jersey Association of School Administrators TechSpo'17	\$425.00**	\$53.75**	\$66.00**	\$91.00**	\$76.50**	\$712.25**	NO
Kinneman, Katelyn	HS	2/1/2017, 2/2/2017	Brick Township Professional Development Center Brick, NJ	EIRC Google Educator Certification 1 2 Day Boot Camp	\$300.00*	\$32.74**	\$5.00**	\$0.00	\$0.00	\$337.74**	YES
Kish, Sheryl	HS	2/1/2017, 2/2/2017	Brick Township Professional Development Center Brick, NJ	EIRC Google Educator Certification 1 2 Day Boot Camp	\$300.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00*	YES
Gumina, Linda	ST	2/7/2017	Somerset, NJ	Bureau of Education and Research Timesaving Strategies to Integrate Your SLP Interventions into Classrooms: Moving from a Caseload to a Workload	\$245.00**	\$12.40**	\$0.00	\$0.00	\$0.00	\$257.40**	NO
Mahon, Kristi	LR	2/7/2017	Somerset, NJ	Bureau of Education and Research Timesaving Strategies to Integrate Your SLP Interventions into Classrooms: Moving from a Caseload to a Workload	\$245.00**	\$14.00**	\$0.00	\$0.00	\$0.00	\$259.00**	NO

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR ACTION MEETING  
January 26, 2017**

*Curriculum and Instruction Attachment #1*

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS/MISC.	TOTAL	SUB YES/NO
Ruscavage, Michele	HS	2/8/2017	LRC-North East Orange, NJ	New Jersey Department of Education From the Ground Up: Using Daily Formative Assessment to Drive Instruction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Wells, Michael	HS	2/8/2017	LRC-North East Orange, NJ	New Jersey Department of Education From the Ground Up: Using Daily Formative Assessment to Drive Instruction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
DiDio, Blair	MS	2/9/2017, 2/10/2017	Ocean Place Resort & Spa Long Branch, NJ	Association of Student Professionals Annual Conference	\$295.00*	\$25.22*	\$0.00	\$0.00	\$0.00	\$320.22*	NO
Nieves, Jennise	HS	2/9/2017, 2/10/2017	Ocean Place Resort & Spa Long Branch, NJ	Association of Student Professionals Annual Conference	\$295.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$295.00*	NO
Walliczek, Terri	RD	2/9/2017, 2/10/2017	Henry B. Convention Center San Antonio, TX	Texas Music Educator's Association Clinic/Convention	\$130.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$130.00*	YES
Caldwell, Shelia	CP	2/15/2017	Neptune High School Neptune, NJ	New Jersey Department of Education 2017 Statewide Preschool Nurses Meeting	\$0.00	\$12.65*	\$1.50*	\$0.00	\$0.00	\$14.15*	NO
Murphy, Tara	RD	2/24/2017	Mt. Laurel, NJ	AEP Connections, LLC Autism Conference	\$165.00**	\$41.47**	\$0.00	\$0.00	\$0.00	\$206.47**	NO

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR ACTION MEETING  
January 26, 2017**

*Curriculum and Instruction Attachment #1*

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS/MISC.	TOTAL	SUB YES/NO
Rocco, Sandy	CP	2/27/2017 2/28/2017	Resorts Hotel Atlantic City, NJ	Staff Development for Educators 2017 Conference for NJ Pre-K Teachers	\$380.00***	\$60.43***	\$9.50***	\$0.00	\$0.00	\$457.93***	YES
Molinari, Doreen	CL	3/1/2017	Sheraton Eatontown, NJ	Bureau of Education and Research 101 Therapy Strategies to Increase Your Effectiveness as a SLP	\$245.00**	\$7.32**	\$0.00	\$0.00	\$13.00**	\$265.32**	NO
Fiorilli, Christina	MS	3/22/2017	Brookdale Community College Lincroft, NJ	Program 19: Calculators and the Core	\$149.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$149.00*	YES
Goldstone, Chani	MS	3/22/2017	Brookdale Community College Lincroft, NJ	Program 19: Calculators and the Core	\$149.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$149.00*	YES
Sommer, Lynn	MS	3/24/2017	Millstone Middle School Millstone, NJ	Millstone PE/Health Articulation & Sharing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Alli, Asma	CL	5/31/2017	Hyatt Regency New Brunswick, NJ	NJTESOL/NJBE Engage and Empower ELLs for Excellence	\$234.00***	\$0.00	\$0.00	\$0.00	\$0.00	\$234.00***	YES
Armano, Carol	RD	5/31/2017	Hyatt Regency New Brunswick, NJ	NJTESOL/NJBE Engage and Empower ELLs for Excellence	\$234.00***	\$0.00	\$0.00	\$0.00	\$0.00	\$234.00***	YES

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR ACTION MEETING  
January 26, 2017**

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS/MISC.	TOTAL	SUB YES/NO
Blodgett, Madeleine	HS	5/31/2017	Hyatt Regency New Brunswick, NJ	NJTESOL/NJBE Engage and Empower ELLs for Excellence	\$234.00***	\$11.65***	\$0.00	\$0.00	\$0.00	\$245.65***	NO
Leslie, Kathryn	MS	5/31/2017	Hyatt Regency New Brunswick, NJ	NJTESOL/NJBE Engage and Empower ELLs for Excellence	\$234.00***	\$0.00	\$0.00	\$0.00	\$0.00	\$234.00***	YES
Spaur, Isabel	ST	5/31/2017	Hyatt Regency New Brunswick, NJ	NJTESOL/NJBE Engage and Empower ELLs for Excellence	\$234.00***	\$0.00	\$0.00	\$0.00	\$0.00	\$234.00***	YES
Eyler, Aaron	MS	10/19/2017, 10/20/2017	Ocean Place Resort & Spa Long Branch, NJ	NJPSA Annual Conference	\$285.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$285.00*	NO
									<b>TOTAL</b>	\$5,920.74	
*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 #20-241-200-580-00-0000-0											
Substitutes costs will vary as follows: BA with Certification - \$118.50 per day; BA only - \$104.56 per day, NTE: \$1,659.00											
REQUIRED ESTIMATES TO ABIDE BY LAW AND POLICY. ALL AMOUNTS ARE NOT TO EXCEED.											



**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT**  
**ADOPTED 2017**  
**BOARD OF EDUCATION MEETINGS SCHEDULE**

In accordance with the Open Public Meetings Act, Chapter 231, PL 1975, the Matawan-Aberdeen Regional School District Board of Education at its Regular Action Meeting on January 23, 2017 adopted the following schedule of Regular Monthly **ACTION MEETINGS** to be held on the **FOURTH MONDAY** of each month unless otherwise indicated as listed below. Meetings will commence at 7:00 pm at the District locations listed below unless otherwise designated. Action will be taken. Committee of the Whole Meetings (COW) will be held on the second Monday of each month unless otherwise indicated as listed below. Meetings will commence at 7:00 pm at the Administration Building and **action may be taken**.

**REGULAR ACTION/COMMITTEE OF THE WHOLE MEETINGS**

<b>MEETING DATE</b>	<b>LOCATION</b>	<b>ADDRESS</b>
MONDAY, February 13, 2017	COW Administration Building	1 Crest Way, Aberdeen, NJ
MONDAY, February 27, 2017	Strathmore Elementary School	282 Church St., Aberdeen, NJ
MONDAY, March 13, 2017	COW Administration Building	1 Crest Way, Aberdeen, NJ
MONDAY, March 27, 2017	Cambridge Park Elementary School	1 Crest Way, Aberdeen, NJ
MONDAY, April 3, 2017	COW Administration Building	1 Crest Way, Aberdeen, NJ
MONDAY, April 24, 2017	Administration Building	1 Crest Way, Aberdeen, NJ
MONDAY, May 8, 2017	COW Administration Building	1 Crest Way, Aberdeen, NJ
MONDAY, May 22, 2017	Matawan Regional High School	450 Atlantic Ave., Aberdeen, NJ
MONDAY, June 12, 2017	COW Administration Building	1 Crest Way, Aberdeen, NJ
MONDAY, June 19, 2017	Administration Building	1 Crest Way, Aberdeen, NJ
MONDAY, July 24, 2017	Administration Building	1 Crest Way, Aberdeen, NJ
MONDAY, August 21, 2017	Administration Building	1 Crest Way, Aberdeen, NJ
MONDAY, September 11, 2017	COW Administration Building	1 Crest Way, Aberdeen, NJ
MONDAY, September 25, 2017	Matawan Regional High School	450 Atlantic Ave., Aberdeen, NJ
MONDAY, October 9, 2017	COW Administration Building	1 Crest Way, Aberdeen, NJ
MONDAY, October 23, 2017	Matawan-Aberdeen Middle School	469 Matawan Ave., Cliffwood, NJ
MONDAY, November 13, 2017	COW Administration Building	1 Crest Way, Aberdeen, NJ
MONDAY, November 27, 2017	Ravine Drive Elementary School	170 Ravine Dr., Matawan, NJ
MONDAY, December 18, 2017	Lloyd Road Elementary School	401 Lloyd Rd., Aberdeen, NJ
THURSDAY, January 4, 2018	Re-Organization Meeting Administration Building	1 Crest Way, Aberdeen, NJ
MONDAY, January 8, 2018	COW Administration Building	1 Crest Way, Aberdeen, NJ
MONDAY, January 22, 2018	Cliffwood Elementary School	422 Cliffwood Ave., Cliffwood, NJ

Alex Ferreira  
School Business Administrator/Board Secretary

Adopted: January 26, 2017