

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 January 9, 2017, Administration Building, 1 Crest Way, Aberdeen, NJ.

I. CALL TO ORDER

Ms. Esposito called the Regular Action Meeting to order at 7:02 pm.

II. PLEDGE OF ALLEGIANCE

III. STATEMENT OF ADEQUATE NOTICE

Ms. Esposito 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 December 22, 2016. 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. Anissa Esposito - Vice President	Mr. Kevin Ahearn
	Mr. Kenneth Aitken	Dr. John Delaney, Ed.D.
	Ms. Allison Friedman	Ms. Tara Martinez
	Ms. Joelle Nappi – arrived @ 7:09 pm	

Absent: Ms. Kathleen Gentile, Mr. Weymouth Brittingham

Also Dr. Karen Jones, Assistant Superintendent Curriculum and Instruction

Present:	Mr. Alex Ferreira, School Business Administrator/Board Secretary
	Mr. Brian Walsh, Director of Personnel
	Ms. Nelyda Perez, Director of Special Services
	Mr. David Palumbo, Assistant to the School Business Administrator/Board Secretary

V. SUPERINTENDENT’S REPORT

Dr. Jones discussed the KinderCare/Champions program. She gave some background regarding some other options to the before/aftercare program within the District. Representatives from KinderCare/Champions gave a PowerPoint presentation to the Board.

A member of Board had questions regarding the hours of the program, the rates parents would pay and staffing if there was an influx of students. Mr. Mott addressed the concerns.

A member of the Board inquired if this program would replace Y-Time, what schools would be included and if the parents take on the financial responsibility. Mr. Mott and Dr. Jones addressed the concerns.

A member of the Board asked what happens when there are half days and delayed opening. Mr. Mott addressed the concern.

A member of the Board questioned the program's capability for servicing children with special needs. Mr. Mott addressed the concern.

A member of the Board asked about the qualified teachers and who accredited the program. Dr. Jones and Mr. Mott addressed the concerns.

A member of the Board asked if the administration was looking around for different options and if comparisons were made between what the District currently has and the new program. Dr. Jones addressed the concerns.

A member of the Board questioned the homework aspect of the program in aftercare. Mr. Mott addressed the concern.

A member of the Board inquired about the evaluation process for the teachers and teacher assistants. Mr. Mott addressed the concern.

A member of the Board stated parents may be more interested in the new program because it is more academic in nature. Dr. Jones addressed the concern.

A member of the Board asked if the Y-Time program can put something together that meets the needs of the parents who filled out the survey. The same Board member asked if the Board needs to go out for bid for this service. Dr. Jones addressed the concerns.

A member of the Board expressed her concern that the Y-Time program does not take parents concerns into account.

It is the consensus of the Board to get more feedback from parents regarding Y-Time and their opinions on the new Champions program.

VI. CURRICULUM AND INSTRUCTION

Dr. Jones reviewed the Curriculum and Instruction Agenda requesting that the Board take action this evening on Item A. The remainder of the items will be presented for action at the January 23, 2017 Regular Action Meeting.

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

A member of the Board inquired if agenda item B1 for suicide risk is in addition to any programs the District currently has. Dr. Jones addressed the concern.

A member of the Board asked if agenda item B2 was in addition to what was previously approved under finance and the schedule of the training days. Dr. Jones addressed the concerns.

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 provided 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), and TCNJ - RFP 17-04 (4 additional days), previously 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: \$10,500.00 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 Stirling School	Per IEP	\$59,212.00	11/30/16-06/30/17 (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

VII. 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 January 23, 2017 Regular Action Meeting.

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

A member of the Board asked if the curriculum committees were doing additional work and if so elaborate on the work they would be doing. Mr. Walsh and Dr. Jones addressed the concerns.

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)

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

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	Child Study Team Occupational Therapist – District Wide	TBD	TBD (Pro-rated)	TBD	New Position	TBD-6/30/17
TBD	CP	Preschool Teacher Special Education Replacement Position	TBD	TBD (Pro-rated)	TBD	Carey (Maternity Leave)	2/28/17-6/23/17
TBD	CP	Child Study Team Speech Therapist Part Time	TBD	TBD (Pro-rated)	TBD	New Position	TBD-6/30/17
TBD	HS	Teacher of Dance Replacement Position	TBD	TBD (Pro-rated)	TBD	Mc Kurth (Maternity Leave)	TBD-6/30/17
TBD	HS	Guidance Counselor Replacement Position	TBD	TBD (Pro-rated)	TBD	Leach (Maternity Leave)	2/20/17-6/30/17

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

2. Mentors – 2016/2017 School Year

Novice Teacher	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 6A9B-6.

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

Effective Date: 2016/2017 School Year

3. MARSD District Substitutes

Category	Account Number
Certificated Staff	
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

4. 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

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

5. 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.

Last Name	First Name	Location/Hours/Cost
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.
Last Name	First Name	Location/Hours/Cost
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

6. Home Instruction

I.D.	Subject	School	Classroom Teacher	Home Instruction Teacher	Hours Per Week	No. of Weeks	Total Hours Per Subject/ Class	Effective Dates
155761	English 3	HS	Christathakis, Nicholas	Kaiser, Heather	2	3	6	12/14/16-1/6/17 (Retroactive)
155761	US History 2	HS	Walter, Cathleen	Brubaker, Mark	2	3	6	12/14/16-1/6/17 (Retroactive)
155761	Psychology	HS	Caulfield, Janette	Caulfield, Janette	2	3	6	12/14/16-1/6/17 (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)

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

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

7. Curriculum & Instruction Committees - Revisions

Name	Position	Staff	Activity	Max Hours	Cost/ Hour	Total Cost	Loc
TBD	K-12 World Language Curriculum Committee	8 World Language Teachers	Evaluate District’s curricular revisions, program framework, and instructional resources. The guided professional development work sessions will take place at Central Office	6 hours max each	\$30	\$1,440	CO

Name	Position	Staff	Activity	Max Hours	Cost/Hour	Total Cost	Loc
TBD	K-5 English Language Arts Committee	14 12 Teachers (2 per grade level) and 2 literacy coaches	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	\$3,780	CO
TBD	K-5 Basic Skills Committee	14 12 Teachers (2 per grade level) and 2 literacy coaches	Evaluate the K-5 ELA Basic Skills Program; may require 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	\$3,780	CO
TBD	DRA-2 Committee	14 12 Teachers (2 per grade level) and 2 literacy coaches	Develop an online assessment resource for the district to aid in the scoring of DRA by identifying DRA exemplars from district responses	6 hours max each	\$30	\$2,520	CO

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

8. Curriculum & Instruction – After School Program

Name	Position	Staff	Activity	Max Hours	Cost/Hour	Total Cost	Loc
TBD	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 # 11-421-100-178-11-0000-3

9. Extra-Curricular/Hourly Activities - 2016/2017 School Year

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

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)

10. Volunteers – Activities 2016/2017 School Year

Name	Location	Activity	Effective Date
Becourtney, Chelsea	HS	Winter/Color Guard	2016/2017 School Year

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

11. 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)

12. Other

VIII. FINANCE/TRANSPORTATION

Mr. Ferreira reviewed the Finance/Transportation Agenda on which the Board will take action at the January 23, 2017 Regular Action Meeting.

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

A member of the Board stated the Board needs to designate time to review the bylaws of the District and it has to be done in a timely manner.

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

December 2016, Payroll	\$3,572,084.90
January 2017, Bills List	\$
TOTAL	\$

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.

	<u>January 23, 2017</u>
Alex Ferreira Board Secretary	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 RESOLVED 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 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

Base Bid	TBD
Alternate Bids	
HC-1 RTU’s, AHU’s, EF’s & CU’S	
HC-2 Modine-Airedale Unit Ventilators	
Total	

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

Base Bid	TBD
Alternate Bids	
EC-1 RTU's, AHU's, EF's & CU's	
Total	

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

Base Bid	TBD
Alternate Bids	
HC-1 RTU's, DS's, CU's & CP's	
HC-2 HVAC Modine-Airedale UV	
Total	

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

Base Bid	TBD
Alternate Bid	
EC-1 RTU's, DS's, CU's & CP's	
Total	

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

Base Bid	TBD
Alternate Bids	
HC-1 RTU's –Cambridge Park	
HC-1 RTU's –Ravine Drive	
Total	

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

Base	TBD
Alternate Bid	
EC-1 RTU's-Cambridge Park	
EC-1 RTU's-Ravine Drive	
Total	

Contract No. 4B - HVACR Work at all Four Schools - FVHD 4804B/C/F (Contract No. 1B, 2B, 3B)

Base Bid	TBD
Alternate Bid	
HC-1 HVACR RTU'S,EF'S & CU'S-Lloyd Road	
HC-2 HVACR Modine-Airedale UV-Lloyd Road	
HC-1 RTU's, DS's, CU's, & CP's-Cliffwood Elementary	
HC-2 HVACR Modine-Airedale UV-Cliffwood Elementary	
HC-1 HVACR–RTU's-Cambridge Park	
HC-1 HVACR-RTU's-Ravine Drive	
Total	

Contract No. 4C - Electrical Work at all Four Schools FVHD 4804 B/C/F (Contract No. 1C, 2C, 3C)

Base Bid	TBD
Alternate Bid	
EC-1-RTU's, AHU's, EF's & CU's-Lloyd Road	
EC-1-RTU'S, DS's, CU's & CP's-Cliffwood Elementary	
EC-1-RTU'S-Cambridge Park	
EC-1-RTU's-Ravine Drive	
Total	

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

12. 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 **TBD** the following proposals were received:

Vendor	Quote Amount
TBD	TBD

and

NOW, THEREFORE BE IT RESOLVED that, after evaluating each proposal based upon the criteria established in the quotation document, the Board of Education hereby awards the Contract for Work in the amount of **TBD** to **TBD**.

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

13. 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

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
TBD	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.

IX. PUBLIC COMMENTS RELATING TO BOARD AGENDA ITEMS

There were none.

X. ACTION ON AGENDA ITEMS

CURRICULUM AND INSTRUCTION

The following item was then approved by a unanimous roll call vote. Ms. Esposito abstained from Action Item A1.

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

A. TRAVEL

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

Policy: #6471 Travel/Reimbursable Expenses

Rationale: Required estimates to abide by law and policy.

PERSONNEL

The following 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:

1. HIB Report

The Superintendent recommends the approval of the Harassment, Intimidation and Bullying (HIB) Report as reported during Executive Session of the Matawan Aberdeen Board of Education Meeting of December 19, 2016.

Incidents Reported	Confirmed HIB Incidents
5	2

2. Appointment

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

Name	Loc	Position	Step	Salary/ Stipend	# Int	Replace Reason	Effective Dates
Ashed, Jillian	CL	Elementary Teacher Replacement Position	Step C-01	\$49,190.00 (Pro-rated)	1	Thomas (Leave of Absence)	1/3/17-3/15/17 (Retroactive)

XI. UNFINISHED BUSINESS

There was none.

XII. NEW BUSINESS

Mr. Ferreira discussed the mandated training required for the Board. He will provide a list of the training to each board member.

A member of the Board discussed the negotiations committee. Currently, Ms. Esposito, Ms. Gentile and Mr. Aitken make up the committee. Ms. Gentile will provide more information when she comes back from vacation.

A member of the Board stated that 4 of the 8 participants who received Education Foundation funds have processed their purchase orders. In addition, the Education Foundation has a meeting on Wednesday.

A member of the Board stated that the O&M department did a great job clearing the snow over the weekend.

XIII. PUBLIC COMMENTS RELATING TO ADDITIONAL MATTERS

There were none.

XIV. EXECUTIVE SESSION

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

It was moved by Ms. Nappi seconded by Ms. Martinez that the Board convene in Executive Session and approved by a unanimous voice vote at 7:59 pm.

The Board returned to Open Session at 8:50 pm.

XV. ADJOURNMENT

On a motion by Ms. Nappi seconded by Mr. Aitken and a unanimous roll call vote the Board adjourned the meeting at 8:51 pm.

Respectfully submitted,



Alex Ferreira
School Business Administrator/
Board Secretary

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING
January 9, 2017

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS/MISC.	TOTAL	SUB YES/NO
O'Mullan, Claudia	LR	1/12/2017	Sheraton Eatontown, NJ	Bureau of Education & Research Timesaving Strategies to Integrate Your OT Interventions into Classrooms	\$245.00**	\$0.00	\$0.00	\$0.00	\$0.00	\$245.00	NO
Zitarosa, Celestine	CO	1/23/2017	Forsgate Country Club Monroe Twp., NJ	NJPSA/FEA Early Childhood Learning Summit Pre-K-Grade 3	\$145.00*	\$6.51*	\$0.00	\$0.00	\$0.00	\$151.51	NO
Zeppilli, Elizabeth	HS	1/23/2017	Monmouth University	Central Jersey Consortium for Equity and Excellence in Education (CJCEE) - Inclusion Do's and Don'ts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Gallo, Maria	HS	1/23/2017	Monmouth University	Central Jersey Consortium for Equity and Excellence in Education (CJCEE) - Inclusion Do's and Don'ts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Lisciandro, Tara	HS	1/13/2017	Hyatt Regency - New Brunswick, NJ	Italian as Communication and Literacy - Bridging languages and cultures in the modern classroom	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Gentile, Kathleen	CO	2/4/2017	Jackson Liberty High School, Jackson, NJ	Board Presidents and Vice Presidents Regional Training Conference, Leadership	\$50.00***	15.81***	\$0.00	\$0.00	\$0.00	\$65.81	NO
Esposito, Anissa	CO	2/4/2017	Jackson Liberty High School, Jackson, NJ	Board Presidents and Vice Presidents Regional Training Conference, Leadership	\$50.00***	\$15.74***	\$0.00	\$0.00	\$0.00	\$65.74	
									TOTAL	\$528.06	

*Amount being charged to Account #20-270-200-500-00-0000-0

**Amount being charged to Account #11-000-230-580-11-0000-0

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

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

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

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
PROPOSED 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

MEETING DATE	LOCATION	ADDRESS
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: