

MISSION STATEMENT

We are committed to achieving the NJ Core Curriculum Content and Common Core State Standards in all areas, and providing a safe and supportive environment where students are inspired, empowered, and encouraged to excel.

VISION STATEMENT

Students will become life-long learners, critical thinkers, and creative problem solvers who achieve success as honorable members of society.

WORKSHOP MEETING was held on November 9, 2015, Administration Building, 1 Crest Way, Aberdeen, NJ.

I. CALL TO ORDER

Board President, Ms. Esposito called the Committee of the Whole Meeting to order at 7:01 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, 2014. 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 - President	Dr. Jeff Delaney - Vice President
	Mr. Kenneth Aitken	Mr. Weymouth Brittingham
	Ms. Allison Friedman	Ms. Kathleen Gentile – (arrived @ 7:03 pm)
	Ms. Tara Martinez	Ms. Joelle Nappi
	Ms. Africa Nelson	

Absent:

Also Present: Dr. Joseph G. Majka, Superintendent of Schools – (left @ 8:02 pm)
Dr. Karen Jones, Assistant Superintendent Curriculum and Instruction
Mr. Patrick DeGeorge, Assistant Superintendent of Business/Board Secretary
Mr. Brian Walsh, Director of Personnel
Mr. Dave Palumbo, Asst to the Assistant Superintendent of Business/Asst Board Secretary

V. SUPERINTENDENT’S REPORT

Dr. Majka took a moment to reflect on Veteran’s Day which is this Wednesday.

Dr. Majka stated next on the agenda will be the discussion on the referendum. Mr. Nasr reviewed the scope of the projects at each school through a power point agenda. This includes the projects for question 1 and question 2 on the referendum.

A member of the Board asked about the Direct Install program. Mr. Nasr addressed the concern.

A member of the Board asked about the life span and warranty for the boilers. Mr. Nasr addressed the concern.

A member of the Board inquired as to why HVAC is needed for the boilers. Mr. Nasr addressed the concern.

A member of the Board was concerned with how the servicing would work with various contractors for each project. Mr. Nasr addressed the concern.

A member of the Board asked if when an alarm signals, does it show up on Mr. Nasr's mobile device. Mr. Nasr addressed the concern.

A member of the Board asked about the energy ratings on the HVAC units. Mr. Nasr addressed the concern.

A member of Board inquired if all our buildings are "demand customers". Mr. Nasr stated all buildings are "demand customers".

A member of the Board asked Mr. DeGeorge what the next step was. Mr. DeGeorge stated that once approved tonight, the paperwork will be sent to the State.

Dr. Majka invited high school personnel up to the podium to discuss the two new academy proposals. Ms. Ruscavage and some teachers from the high school spoke about the new possible Humanities and Creative Arts Academies. This was done through a power point presentation.

A member of the Board was concerned that children with disabilities would not be admitted to the program. Ms. Ruscavage and Dr. Majka addressed the concern.

A member of the Board inquired about the classes involved with the program. Mr. Gross addressed the concern.

Several members of the Board along with Dr. Jones and Dr. Majka thanked the High School staff for putting together the presentation.

Dr. Majka and Dr. Jones gave a presentation on QSAC and the process and components of it through a power point presentation.

Members of the Board had questions regarding the STARS assessment. Dr. Jones addressed the concerns.

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 November 23, 2015 Regular Action Meeting.

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

A member of the Board had a question regarding process behind agenda item 7, the Education Foundation grants. Dr. Jones addressed the concern.

A member of the Board inquired if the Big Idea Mathematics was a new or existing program. Dr. Jones addressed the concern.

A member of the Board had a question regarding the membership for agenda item C2. Dr. Jones and Ms. Esposito addressed the concern.

A member of the Board praised the teachers who showed the initiative to apply for the Education Foundation grants.

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

B. OTHER

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the appointment of Theresa Zimmer to the District Evaluation Advisory Committee (DEAC) for the 2015-2016 school year. This is an addition to the appointments previously approved at the August 25, 2015 and September 28, 2015 Board of Education Meetings.

Rationale: This resolution is a regulatory requirement (*N.J.A.C. 6A:10-2.2*), which requires each district board of education to establish a District Evaluation Advisory Committee to oversee and guide the planning and implementation of the school district board of education’s evaluation policies and procedures.

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Adam Lesser of the Center for Suicide Risk Assessment (CSRA) at Columbia University Medical Center to provide a web-based professional development workshop on the Identification and Triage using the *Columbia-Suicide Severity Rating Scale* to K-12 guidance counselors/SPS staff at the February 12, 2016 professional development in-service day.

Rationale: Suicide prevention depends upon appropriate identification and screening. The C-SSRS is now widely recognized as a gold-standard, innovative suicide risk screening tool. Due to its demonstrated ability to identify high risk individuals and guidance for next steps (e.g., triggering referrals to mental health professionals) it positively impacts service utilization through decreasing unnecessary interventions, redirecting scarce resources, and expediting care delivery to those at highest risk. This workshop will review the C-SSRS and its administration, covering its items predictive or increased risk.

Cost: No Cost to District

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Big Ideas Mathematics, LLC. to provide training for select middle school and high school teachers in partnership with the Tinton Falls and Colts Neck School Districts.

Cost: TBD **Account #:** 11-000-221-320-04-0000-0

Rationale: This professional development workshop will focus on the Big Ideas Math online platform and the digital tools and resource available to students, teachers and parents to support math instruction and assessment.

4. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following classes for the Global Humanities Academy:

Year	Course
2016 – 2017	Global Humanities I
2016 – 2017	AP European History
2017 – 2018	Global Humanities II
2018 – 2019	TBD – Electives
2019 – 2020	Senior Humanities Seminar

Rationale: Matawan Regional High School is creating a new Global Humanities Academy to increase rigor in the areas of English Language Arts, Social Studies, and Humanities.

5. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following classes for the Creative Arts Academy:

Year	Course
2016 – 2017	Art Majors
2016 – 2017	AP Studio Art 1
2017 – 2018	AP Studio Art 2
2017 – 2018	Art History/Appreciation
2017 – 2018	Artist Career Training

Rationale: Matawan Regional High School is creating a new strand of the Visual and Performing Arts Academy to provide high school students with greater flexibility in their course offerings for 2016 – 2017.

6. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following district field trips for the 2015 – 2016 school year:

Raritan Valley College, Black College Week	New York City Theaters
Brookdale Community College – Early Bird Registration	New York City/Newark Museums
Princeton University, Young Women’s Conferences	Community Bank/Business Visits
Performing Arts Academy Trips	Local Fire Houses/Parks/Orchards/Beaches
Huskie Ambassador Program	Frog Hallow Swim & Tennis Club
Pillar Yearbook Trip	Marlboro Swim Club
Science Bowl Competitions	Cateria Camp Grounds
Jersey Shore Makerfest, Toms River, NJ	Monmouth Battle Field State Park
Insectropolis, Toms River, NJ	Burrowes Mansion, Matawan, NJ
Middle School Academic Challenge Competitions	Jenkinson’s Aquarium
Jazz/Marching Band/Chorus Competitions	Extreme Circus, Trenton, NJ
PNC Art Center	Six Flags Great Adventure Trips

Rationale: This list includes a consolidated list of all district approved field trips.

7. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following grants from the Matawan-Aberdeen Educational Foundation for the 2015-2016 school year:

Title	Applicants	School	Amount Approved
Ignite Your Mind!	A. Molinari	CL	\$ 500.00
Claymation	L. Bauer	CL/RD/ST	\$ 504.24
Enhanced Technology for Kindergarten!!	C. Marion	ST	\$ 599.70
Keep Calm and Experiment On!!!	B. Weinstein	LR	\$1,121.70
Virtual Classroom Poetry Workshops	A. Raiola	MS	\$ 900.00
Dulcimer Delivery	L. Lorefice/S.	MS	\$ 974.85

Title	Applicants	School	Amount Approved
	Malone		
Recognize Social Boundaries and Avoid Exploitation	J. Nangano	HS	\$ 743.93
3D Printer for High School STEM Applications	D. Kaplan	HS	\$1,006.50
		Total	\$6,350.92

C. Special Services

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

Student	Provider	Cost	Dates
157915	*Education Inc.	\$35.00/hour, 10 hours/week	10/28/15 – 11/18/15
155963	MRESC	\$66.00/hour, 10 hours/week	11/09/15 – 12/09/15

***Department of Education approved provider**

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

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve four staff members to participate in the New Jersey Special Education Director’s Study Council.

Rationale: The New Jersey Special Education Study Council was established to provide Directors of Special Education throughout the state an opportunity to collaborate with one another. This is a valuable opportunity to hear from experts in the field on key topics and share ideas with colleagues.

Cost: \$300.00 – District Membership **Account #:** 11-000-219-890-09-0000-0

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the districts participation in pre-school pilot program, Improving the Preschool Classroom Environment for Young Children with Disabilities.

Rationale: The New Jersey Department of Education, Office of Special Programs, through the Learning Resources Network, is offering a targeted training series to administrators, supervisors, and teachers who support classrooms serving preschool children with disabilities. The series will provide both training and coaching to fifteen teams from local education agencies on utilizing the Early Childhood Environmental Rating System (ECER 3). The ECERS 3 is a research validated observational instrument used to measure the quality of early childhood classroom environments, evaluate program effectiveness, and target professional development. The outcome of this training is to improve the quality of the preschool classroom environments serving young children with disabilities, as measured by ECERS 3, which will be conducted pre and post training.

Cost: No Cost to the District

VII. PERSONNEL

Mr. Walsh reviewed the Personnel Agenda requesting that the Board take action this evening on Item C. The remainder of the items will be presented for action at the November 23, 2015 Regular Action Meeting.

A motion was moved by Ms. Nelson and seconded by Gentile.

Mr. Walsh noted that Mr. Vina’s leave of absence will be replaced with overloads.

Mr. DeGeorge noted that agenda item C17 will be an action item as well.

A member of the Board asked what an overload was. Mr. Walsh addressed the concern.

A member of the Board inquired if the position left open by the social worker’s leave of absence is being replaced. Mr. Walsh addressed the concern.

A member of the Board asked about the Husky Twilight at the High School. Mr. Walsh addressed the concern.

A member of the Board questioned if the District holds the Title I family nights at the Middle School. Mr. Walsh addressed the concern.

A member of the Board inquired if agenda item 14, the guidance plan, needs to be updated regularly. Mr. Walsh addressed the concern.

Members of the Board had questions regarding the overloads. Mr. Walsh addressed the concerns.

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

A. RESIGNATION/RETIREMENTS

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

Name	LOC	Position	Reason	Date of Hire	Effective Dates
Gorman, Marshall C.	MA	Teacher of Social Studies	Retirement	09/01/1994	12/31/2015

B. LEAVE OF ABSENCE

- Policy: 4151 Attendance Patterns
- 4151.1 Personal Illness and Injury/Health and Hardship

Name	LOC	Position	Type Of Leave	With/W/O Pay	Effective Dates
Baker, Kristen	LR	School Social Worker	Personal Leave	Without Pay	11/02/2015 – 11/20/2015 (Retroactive) Amended Dates Previously approved 02/09/2015
Blodgett, Madeleine	HS	World Language Teacher - French	Personal Leave	Without Pay	04/14/2016 – 04/15/2016

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
Borlan, Nicole	LR	School Social Worker Replacement Position	STEP E-04	\$55,390.00 (Pro-rated)	1	Baker (Leave Extension)	11/02/2015 – 11/24/2015 (Retroactive)
TBD	HS	Teacher of Mathematics	TBD	TBD	TBD	Read (Resignation)	01/04/2016 – 06/30/2016
TBD	HS	Teacher of Special Education Mathematics Replacement Position	TBD	TBD	TBD	Vina (Leave of Absence)	TBD – 03/18/2016 (Retroactive)
TBD	HS/MA	Occupational Therapist P/T	TBD	TBD	TBD	New Position	TBD – 06/30/2016
TBD	CO	Transportation Assistant P/T	TBD	TBD	TBD	Minue (Resignation)	TBD – 06/30/2016
TBD	MA	Instructional Assistant BD Class	TBD	TBD	TBD	New Position	TBD – 06/30/2016

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

2. Substitutes – 2015/2016 School Year

Category	Account Number
Administration	11-000-240-320-02-0000-0
Transportation	11-000-270-160-11-0000-9

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

3. Special Education Supplemental Reading Program Lloyd Road Elementary School

Name	Position	Activity	Max Hours	Cost/ Hour	Total Cost	LOC
TBD Teacher	Special Education Supplemental Reading Program	(1-2) Teachers for Special Education Supplemental Reading Program Read 180 at Lloyd Road School	3 hours per week, per school	\$35/Hr.	\$4,000 (per school)	LR
TBD Teacher	Teachers at Lloyd Road Elementary School	Three hours per week; November 2015 through May 2016. May be before or after school	Hours to be shared		(\$24,000 for the entire program)	

Account # 20-250-100-101-11-0000-1

4. Mentor Teachers – 2015/2016 School Year

Name	Subject	LOC

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-8.

Cost: None to the District. Provisional Teacher assumes total responsibility for paying the Mentor Teacher
 Effective Date: 2015/2016 School Year

5. College Student Observer/Teacher(s)

Name	College	Cooperating Teacher and/or Administrator	School/Area

6. Extra-Curricular Activities

Name	School	Activity	Position	2015/2016 Stipend	Effective Date
TBD	MAMS	World Language Club	Advisor	\$1,300.00	2015-2016 School Year
TBD	District	Athletic Trainer	Substitute	\$25.00/Hour	2015-2016 School Year
TBD	District	Equipment	Manager	Step/Stipend TBD	2015-2016 School Year

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

7. Home Instructors 2015/2015 School Year

Name	Certification
MARSD Teachers	All Certificated Staff

Rationale: All teachers are utilized as Home Instructors and are selected by the Administrator in each building

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

Cost: \$35.00/Hour

8. Home Instruction

ID No.	Subject/Class	LOC	Classroom Teacher	Home Instruction Teacher	Hours Per Week	No. of Weeks	Total No. of Hour Per Subject/Class	Effective Dates
156522	Algebra 1	HS	Goldberg, Deborah	Goldberg, Deborah	2	3.5	7	10/20/2015 – 11/16/2015 Dates Extended (Retroactive)
156522	English 1	HS	Turner, Sam	Mc Dede, Maria	2	2.5	5	09/30/2015 – 10/19/2015 & 10/20/2015 – 11/16/2015 Dates Extended (Retroactive)
				(Replaced Sam Turner previously approved 10/26/15)	2	3.5	7	
155317	AP English Language/Composition	HS	Castelli, Courtney	Castelli, Courtney	2	5	10	10/15/2015 – 11/20/2015 (Retroactive)
155317	Pre-Calculus	HS	Wynes, Nichole	Wynes, Nichole	2	5	10	10/15/2015 – 11/20/2015 (Retroactive)
155317	Lab Anatomy/Physiology Honors	HS	Servidio, Paul	Milan, Gregory	2	5	10	10/15/2015 – 11/20/2015 (Retroactive)

ID No.	Subject/Class	LOC	Classroom Teacher	Home Instruction Teacher	Hours Per Week	No. of Weeks	Total No. of Hour Per Subject/Class	Effective Dates
155317	US History 2 Honors	HS	Walter, Cathleen	Bloss, Justin	2	5	10	10/15/2015 – 11/20/2015 (Retroactive)
157124	Social Studies	MA	Marsh, Charles	MARSD Home Instructor	TBD	TBD	On an As Needed Basis	10/28/2015 – 06/30/2016 (Retroactive)
157124	Language Arts	MA	Maltese, Kerri	MARSD Home Instructor	TBD	TBD	On an As Needed Basis	10/28/2015 – 06/30/2016 (Retroactive)
157124	Math	MA	Scheuing, James	MARSD Home Instructor	TBD	TBD	On an As Needed Basis	10/28/2015 – 06/30/2016 (Retroactive)
157124	Science	MA	Viel, Linda	MARSD Home Instructor	TBD	TBD	On an As Needed Basis	10/28/2015 – 06/30/2016 (Retroactive)
158377	ELA/SS	LRS	Caruso, Eve	Longo, Andrea	2.5 Hours	6	15	11/09/2015 – 12/18/2015 (Retroactive)
158377	Math/Science	LRS	Caruso, Eve	Longo, Andrea	2.5 Hours	6	15	11/09/2015 – 12/18/2015 (Retroactive)
154208	US History 2	HS	Cassery, Kathleen	Carnovsky, Robert	2	2	4	11/03/2015 – 11/18/2015 (Retroactive)
154208	English 3	HS	Paulus, Carolyn	Paulus, Carolyn	2	2	4	11/03/2015 – 11/18/2015 (Retroactive)
154208	English 4	HS	Zeppilli, Elizabeth	Paulus, Carolyn	2	2	4	11/03/2015 – 11/18/2015 (Retroactive)

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

9. Volunteers – 2015/2016 School Year

Name	Activity
TBD	Cambridge Park Pre-School Reading Buddies - Volunteer

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

10. High School Husky Twilight Program - (Alternative After-School Program) 2015/2016 School Year

Program runs 2:30 to 6:30 PM; with flexibility to accommodate specific days/times of instruction.

Name	Staff	Position	Max Hours	Cost/Hour (Total Cost Not To Exceed \$60,000)	LOC
Antista, Maria	Physical Education	Alternative After-School Program Staff	Physical Education Teacher 4.5 Hour/Week	\$35/Hr.	HS
TBD	Administrator	Alternative After School Program Substitute Administrator	On As Needed Basis	\$35/Hr.	HS
TBD (Replacing: Andrea Grasso)	Guidance Counselor	Alternative After-School Program Staff	Guidance Counselor 4.5 Hour/Week	\$35/Hr.	HS
TBD	Guidance Counselor	Alternative After-School Program Staff	Guidance Counselor 4.5 Hour/Week	\$35/Hr.	HS

Account Number: 11-421-100-101-11-0000-9

11. Title I Family Nights – Cliffwood Elementary School

Name	Position	Activity/ Description	Max Hours	Cost/Hour	Total Cost	LOC
1 – TBD 2 – TBD	Cliffwood Title 1 Family Nights	Teachers to plan and facilitate three Title 1 Parent Education Workshops for families of identified Title 1 students during the 2015-2016 school year. Location: Cliffwood Elementary School Date 1: TBD Date 2: TBD Date 3: TBD Time: 7:00-8:00 PM	9 hours per person (2 hours per person for planning each workshop + 1 hour per person for facilitating each workshop)	\$30.00/Hr.	\$810	CL

Account # 20-231-200-101-11-0000-1

12. Title I Family Nights – Lloyd Road Elementary School

Name	Position	Activity/ Description	Max Hours	Cost/Hour	Total Cost	LOC
1 – TBD 2 – TBD 3 - TBD	Lloyd Road Title 1 Family Nights	Teachers to plan and facilitate three Title 1 Parent Education Workshops for families of identified Title 1 students during the 2015-2016 school year. Location: Lloyd Road Elementary School Date 1: TBD Date 2: TBD Date 3: TBD Time: 7:00-8:00 PM	9 hours per person (2 hours per person for planning each workshop + 1 hour per person for facilitating each workshop)	\$30.00/Hr	\$810	LR

Account # 20-231-200-101-11-0000-1

13. K-12 Curriculum Revisions – HS Math

Name	Position	Activity	Max Hours	Cost/Hour	Total Cost	LOC
1. TBD	HS MATH 1. AP Statistics	Update curriculum and pacing guide into UBD format using Rubicon Atlas Curriculum Development & Mapping Program (new curriculum development & mapping software purchased by the district).	75 Hrs. (15 Hrs. per course)	\$30/Hr.	\$2,250	CO

Account # 11-000-221-104-04-0000-2

14. K-12 Comprehensive Guidance Plan

Name	Position	Activity	Max Hours	Cost/Hour	Total Cost	LOC
TBD TBD TBD TBD TBD TBD	Comprehensive K-12 School Counseling Program Committee	Update K-12 Guidance Counselor Comprehensive Plan	60 Hours (10 hours per person)	\$30	1,800	CO

Rationale: Develop a comprehensive K-12 School Counseling Program under the direction of Mr. Sean Cronin and Mrs. Michele Ruscavage. This includes the completion of a K-12 School Counseling Program needs assessment. Committee work will include a combination of in-person meetings and individual research and assignments.

15. Speech and Debate Team Volunteer Judges

NAME	NAME
TBD	TBD
TBD	TBD

16. Staff Array Change – 2015/2016 School Year

Name	From LOC/FTE	Assignment	To LOC/FTE	Assignment	Effective Date/Reason
Joyce, Kathleen	MA - 0.17 MA - 0.16 MA - 0.33 MA - 0.34	Science Grade 7 ICR Social Studies Grade 7 ICR Language Arts Grade 8 POR Language Arts Grade 6 POR	MA - 0.17 MA - 0.16 MA - 0.33 MA - 0.34 MA – 0.17 O/L	Science Grade 7 ICR Social Studies Grade 7 ICR Language Arts Grade 8 POR Language Arts Grade 6 POR Social Studies POR	TBD – 06/30/2016
Stanek, Jacqueline	MA - 0.33 MA - 0.33 MA - 0.34	Math Grade 6 POR Math Grade 7 POR Math Grade 8 ICR	MA - 0.33 MA - 0.33 MA - 0.34 MA– 0.17 O/L	Math Grade 6 POR Math Grade 7 POR Math Grade 8 ICR Science POR	TBD – 06/30/2016
Colburn, Kendra	HS – 0.40 HS – 0.20 HS – 0.20 HS – 0.20	Algebra 2 Level 1 Algebra 2 Level 2 Algebra 2 Level 2 ICR Pre-Calculus Honors	HS – 0.40 HS – 0.20 HS – 0.20 HS – 0.20 HS – 0.20 O/L	Algebra 2 Level 1 Algebra 2 Level 2 Algebra 2 Level 2 ICR Pre-Calculus Honors Algebra I POR O/L	Vina LOA 11/17/15 – TBD (Retroactive)
Kinneman, Katelyn	HS - 0.40 HS - 0.20 HS - 0.20 HS - 0.20	Geometry Resource Program Algebra 1 Resource Program ACE Academy Math Algebra 2 POR	HS - 0.40 HS - 0.20 HS - 0.20 HS - 0.20 HS - 0.20 O/L	Geometry Resource Program Algebra 1 Resource Program ACE Academy Math Algebra 2 POR Algebra I ICR O/L	Vina LOA 11/17/15 – TBD (Retroactive)
Brubaker, Mark	HS - 0.20 HS - 0.20 HS - 0.20 HS - 0.40	US History 1 Resource Program World Cultures ICR US History 2 POR US History 2 ICR	HS - 0.20 HS - 0.20 HS - 0.20 HS - 0.40 HS - 0.20 O/L	US History 1 Resource Program World Cultures ICR US History 2 POR US History 2 ICR Oceanography ICR O/L	Vina LOA 11/17/15 – TBD (Retroactive)
Casserly, Kathleen	HS - 0.40 HS - 0.20 HS - 0.20 HS - 0.20	US History 1 ICR US History 2 ICR US History 2 Resource Program US History 1 Resource Program	HS - 0.40 HS - 0.20 HS - 0.20 HS - 0.20 HS – 0.20 O/L	US History 1 ICR US History 2 ICR US History 2 Resource Program US History 1 Resource Program Algebra I ICR O/L	Vina LOA 11/17/15 – TBD (Retroactive)
Goldberg, Deborah	HS - 0.60 HS - 0.20 HS - 0.20	Algebra 1 Geometry 9 Geometry 10-12 ICR	HS - 0.60 HS - 0.20 HS - 0.20 HS – 0.20 O/L	Algebra 1 Geometry 9 Geometry 10-12 ICR Introduction of Algebra POR O/L	Vina LOA 11/17/15 – TBD (Retroactive)

VIII. POLICY

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

A member of the Board inquired if these policies were replacing other policies. Mr. Walsh addressed the concern.

A member of the Board was concerned that policy #8505 would give more work on the principals. Mr. Walsh addressed the concern.

M indicates mandated by State law

Policy/Regulation #	Title	First Reading	Second Reading & Adoption
P 8505	Wellness Policy/Nutrient Standards for Meals and Other Foods M	November 9, 2015	November 23, 2015
P 8507	Breakfast Offer versus Serve (OVS)	November 9, 2015	November 23, 2015
P 8508	Lunch Offer versus Serve (OVS)	November 9, 2015	November 23, 2015

IX. FINANCE/TRANSPORTATION

Mr. DeGeorge reviewed the Finance/Transportation Agenda requesting that the Board take action this evening on Item A1. The remainder of the items will be presented for action at the November 23, 2015 Regular Action Meeting.

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

Mr. DeGeorge discussed the GASB 68 pension liabilities with respect to the audit. He also discussed the various options if the audit report is not issued by the December 7th deadline.

A member of the Board was concerned that agenda item 9 had many “TBDs” Mr. DeGeorge and Dr. Jones addressed the concern.

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

2. Payroll for October 2015 and Bills List for November 2015 (Available for review in Board Secretary’s Office)
Policy #6470 Payment of Claims

October 2015, Payroll	\$3,529,002.84
November 2015, Bills List	\$
TOTAL	\$

3. Transfer of Funds for November 2015 (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, exceeds 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 **November 2015** as presented.

4. S-1701 Reporting for November 2015
Board Secretary Report for **November 2015**

BE IT RESOLVED, that the Report of the Secretary to the Board of Education and the Report of the Treasurer of School Monies for **September 2015**, 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 **November 30, 2015**, 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.

 Patrick S. DeGeorge
 Board Secretary

November 23, 2015
 Date

5. Approval of 2015-2016 Title I Grant Funding of Staff Salaries for the Mentoring Our Students Together (M.O.S.T) Program

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the use of the Title I grant as the funding source for the following Mentoring Our Students Together (M.O.S.T.) staff:

MARSD Staff Member	Total Compensation	Title I Amount	Net Cost to Paid by M.O.S.T.
Kathleen Feen	\$3,080.00	\$1,666.66	\$1,413.34
Diane Stetz	\$3,080.00	\$1,666.67	\$1,413.33
Corinne Wietecha	\$3,080.00	\$1,666.67	\$1,413.33
TOTALS	\$9,240.00	\$5,000.00	\$4,240.00

Number of district students attending the M.O.S.T Program: 32
 Number of district students that are low income: 23
 Percentage of district students that are entitled to Title I funding: 72%

Account: 20-231-100-101-11-0000-1

Rationale: Federal regulations require a board of education to list in the minutes the names of individuals and the funding source for their salaries. The maximum budget available for funding this program is \$5,000.

6. Acceptance of Non-Public Security Aid Allocation

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept the 2015-2016 New Jersey Nonpublic School Security Aid Program allocation in the District total amount of \$4,500.00 with the nonpublic school allocation as follows:

Home Away From Home Academy	\$4,500.00
DISTRICT TOTAL	\$4,500.00

NONPUBLIC SCHOOL REQUEST(S) FOR SECURITY UNDER THE NJ NONPUBLIC SECURITY AID PROGRAM

WHEREAS, the Matawan-Aberdeen Regional School District has consulted with the administrator of each of the participating nonpublic school(s) located within the Public School District; and

WHEREAS, the Matawan-Aberdeen Regional School District has advised the nonpublic school(s) regarding the limit of funds available for the provision of security for the full-time pupils enrolled in the nonpublic school(s); and

WHEREAS, the Matawan-Aberdeen Regional School District is in agreement with the security services to be provided to the nonpublic school(s) within the limit of the funds that are available;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education approves the NJ Nonpublic School Security Aid Program Request Form(s) from the following nonpublic school(s):

Home Away From Home Academy \$4,500.00

AND BE IT FURTHER RESOLVED that the Board of Education approves the NJ Nonpublic School Security Aid Program Agreement will forward Certified Minutes of this Resolution with the Program Agreement to the Monmouth County Superintendent of Schools within the timelines set by the State DOE.

7. Acceptance of 2014-2015 Annual Audit and Related Corrective Action Plan

The Superintendent recommends the Matawan-Aberdeen Regional School District Board of Education accept the Audit Report for the 2014-2015 school year prepared by Suplee, Clooney & Company dated **TBD** with **TBD**; and

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

8. Receipt of Quotations and Award of Contract for District Paging System (Quote Q-16-08) for the 2015-2016 School Year

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (the “Board”) solicited quotation proposals for District Paging System for the 2015-2016 school year (the “Work”); and

WHEREAS, as a result of the solicitation, on November 13, 2015 the following proposals were received:

Vendor	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** 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.

Rationale: The budgeted annual cost of the repair and maintenance of the district wide paging system is projected to exceed the quotation threshold of \$6,000. We are therefore required to issue a formal quotation for this service.

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

9. Resolution Approving ELA Professional Development Support Services Contract – RFP 16-05

On **TBD** at **TBD**, for ELA Professional Development Support Services were received from the following:

TBD	
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Upon review by Mr. Patrick DeGeorge, Business Administrator, Board Secretary, Purchasing Agent, and based upon the evaluation analysis completed by the Evaluation Committee, your Committee of the Whole hereby recommends the award of contract for ELA Curriculum Development Support Services as follows:

TBD	
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Purpose of Contract

TBD

Evaluation Process:

The respondents’ proposals were reviewed and evaluated by the following Evaluation Committee:

- Ms. Jessie Zitarosa, Director of ELA & Humanities
- Mr. John Bombardier, Director of Curriculum & Instruction
- Ms. Darlene Gallagher, Confidential Secretary

using the following criteria:

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

Methodology of Awarding Contract:

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

	<u>Category</u>	<u>Value Points</u>
I.	Technical Criteria <ul style="list-style-type: none"> • A. Description of Services 	
II.	Management Criteria <ul style="list-style-type: none"> • A. Business Management • B. Qualifications; Relevant Experience 	
III.	Cost Criteria <ul style="list-style-type: none"> • A. Fee Proposal 	

Selection of Vendor - TBD

Total estimated contract amounts as follows:

GAAP Account #: 11-000-221-320-04-0000-0

Contract not to exceed: \$19,800

10. Fire and Security Drills

The following Fire and Security Drills occurred during October 2015:

School Name	Security Drill Type	Date & Time
Cambridge Park Pre-school	Fire Drill	10/21/15 @ 1:23 pm
Cambridge Park Pre-school	Lockdown	10/5/15 @ 9:45 am
Strathmore Elementary School	Fire Drill	10/5/15 @ 9:45 am
Strathmore Elementary School	Evacuation	10/6/15 @ 2:15 pm
Cliffwood Elementary School	Fire Drill	10/6/15 @ 10:30 am
Cliffwood Elementary School	Lockdown	10/30/15 @ 9:30 am
Lloyd Road Elementary School	Fire Drill	10/6/15 @ 9:55 am
Lloyd Road Elementary School	Lockdown	10/1/15 @ 1:50 pm
Matawan-Aberdeen Middle School	Fire Drill	10/22/15 @ 9:45 am

School Name	Security Drill Type	Date & Time
Matawan-Aberdeen Middle School	Shelter in Place	10/30/15 @ 9:15 am
Ravine Drive Elementary School	Fire Drill	10/6/15 @ 2:35 pm
Ravine Drive Elementary School	Evacuation	10/7/15 @ 2:28 pm
Matawan Regional High School	Fire Drill	10/7/15 @ 9:15 am
Matawan Regional High School	Bomb Threat	10/22/15 @ 1:30 pm

B. TRANSPORTATION

1. Award of Joint Transportation Routes for the 2015-2016 School Year

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following Joint Transportation Routes for the 2015-2016 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
2063	CPC Adolescent	MOESC	MARSD	180	\$92.55	9/1/15 – 6/30/16 (retroactive)	\$16,659.00
4250	Search Day Program	MOESC	MARSD	180	\$85.24	9/1/15 – 6/30/16 (retroactive)	\$15,343.20
5062	Coastal Learning Center	MOESC	MARSD	180	\$205.10	9/1/15 – 6/30/16 (retroactive)	\$36,918.00
7003	Bridge Academy	MOESC	MARSD	180	\$136.58	9/1/15 – 6/30/16 (retroactive)	\$24,584.40
5055	Academy Learning Center	MOESC	MARSD	180	\$188.98	9/1/15 – 6/30-16 (retroactive)	\$34,016.40
5116	Green Brook	MOESC	MARSD	180	\$157.49	9/1/15 – 6/30/16 (retroactive)	\$28,348.20
4070	New Road (Parlin)	MOESC	MARSD	180	\$148.47	9/1/15 – 6/30/16 (retroactive)	\$26,724.60
2025	Oakwood School	MOESC	MARSD	180	\$158.43	9/1/15 – 6/30/16 (retroactive)	\$28,517.40

Rationale: These routes are required to transport Special Education students out of district for 2015-2016 School year.

2. Bus Evacuation Drills

The following bus evacuation drills occurred as follows:

School	Date	Location	Supervised by
Cambridge Park Pre-school	11/4/15	Bus Driveway for all routes	Principal Wayne Spell
Cliffwood Elementary School	10/29/15	Bus Driveway for all routes	Principal Valerie Ulrich
Lloyd Rd Elementary School	11/2/15	Bus Driveway for all routes	Principal Joe Jerabek
Matawan-Aberdeen Middle School	11/4/15	Bus Driveway for all routes	Principal Aaron Eyler

School	Date	Location	Supervised by
Matawan Regional High School	11/3/15	Bus Driveway for all routes	Principal Michele Ruscavage
Ravine Dr Elementary School	10/30/15	Bus Driveway for all routes	Principal Pat Janover
Strathmore Elementary School	10/27/15	Bus Driveway for all routes	Principal Kelly Bera

X. PUBLIC COMMENTS RELATING TO BOARD AGENDA ITEMS

There were none.

XI. ACTION ON AGENDA ITEMS

CURRICULUM AND INSTRUCTION

A. TRAVEL - ACTION ITEM

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

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 - ACTION ITEM

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

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

C. APPOINTMENTS -

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

Name	LOC	Position	Step	Salary/ Stipend	# Int	Replace Reason	Effective Dates
Tyler, Lawrence	CO	Interim Director of Security	N/A	\$50,000.00 (Pro-rated)	6	Flaherty (Leave of Absence)	11/10/2015 – TBD

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

17. Other

a. HIB Report

The Superintendent recommends the approval of the Harassment, Intimidation and Bullying (HIB) report as reported during Executive Session of the Matawan Aberdeen Board of Education Meeting of October 5, 2015

Incidents Reported	Confirmed HIB Incidents
10	4

FINANCE/TRANSPORTATION - ACTION ITEM

A. BUSINESS OPERATIONS

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

1. Authorization for Submission of Project Documents to the New Jersey Department of Education

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the following projects:

HVAC Repl. Systems at Cambridge Park ES (DOE #3040-040-16-1000) (FVHD #4804A)–Question #1
 HVAC Repl. Systems at Cambridge Park ES (DOE #3040-040-16-3000) (FVHD #4804A-Q2)–Question #2

HVAC Repl. Systems at Cliffwood ES (DOE #3040-060-16-1000) (FVHD #4804B) - Question #1
 HVAC Repl. Systems at Cliffwood ES (DOE #3040-060-16-2000) (FVHD #4804B-Q2) - Question #2

HVAC Repl. Systems at Lloyd Road ES (DOE #3040-065-16-1000) (FVHD #4804C) - Question #1
 HVAC Repl. Systems at Lloyd Road ES (DOE #3040-065-16-2000) (FVHD #4804C-Q2) - Question #2

HVAC Repl. Systems at Matawan Reg. HS (DOE #3040-050-16-1000) (FVHD #4804D) - Question #1
 HVAC Repl. Systems at Matawan Reg. HS (DOE #3040-050-16-2000) (FVHD #4804D-Q2) - Question #2

HVAC Repl. Systems at Matawan-Aberdeen MS (DOE #3040-053-16-1000) (FVHD #4804E)–Question 1
 HVAC Repl. Systems at Matawan-Aberdeen MS (DOE #3040-053-16-2000) (FVHD #4804E-Q2)–Question 2

HVAC Repl. Systems at Ravine Drive ES (DOE #3040-075-16-1000) (FVHD #4804F) – Question #1
 HVAC Repl. Systems at Ravine Drive ES (DOE #3040-075-16-3000) (FVHD #4804F-Q2) – Question #2

HVAC Repl. Systems at Strathmore ES (DOE #3040-080-16-1000) (FVHD #4804G) – Question #1
 HVAC Repl. Systems at Strathmore ES (DOE #3040-080-16-2000) (FVHD #4804G-Q2) – Question #2

BE IT FURTHER RESOLVED that the District’s Architects, Fraytak Veisz Hopkins Duthie, P.C. be authorized to submit the above projects to the NJ Department of Education for approval on the District’s behalf.

BE IT FURTHER RESOLVED that amendments to the Long-Range Facilities Plan by Fraytak Veisz Hopkins Duthie, P.C. to incorporate the above projects be approved.

Rationale: As discussed and agreed at the October 5, 2015 board meeting, the next step in the referendum process is the submission of the various project applications to the Department of Education. As directed, the applications have been separated into two referendum questions: Question #1 – which are those projects which will not increase the debt service of the property tax levy beyond FY16 amounts; and, Question #2 – which are those projects which will increase the debt service portion of the property tax levy.

XII. UNFINISHED BUSINESS

A member of the Board requested that a representative from Lloyd Road, Middle School and High School could participate on the traumatic loss committee.

XIII. NEW BUSINESS

A member of the Board would like the administration to look into the policy for transportation issues such as notifying parents about the late bus. Another policy she would like revisited is the HIB versus Code of Conduct. Ms. Esposito and Dr. Jones addressed the concerns.

XIV. PUBLIC COMMENTS RELATING TO ADDITIONAL MATTERS

There were none.

XV. EXECUTIVE SESSION

Be It Resolved, that a closed session be convened for the purpose of Confidential Student Matters – HIB Reports. The subject matter of this discussion will be disclosed to the public when the reason for confidentiality subsides. Although the Board cannot guarantee it, the length of the Executive Session is estimated to be 20 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action may take place.

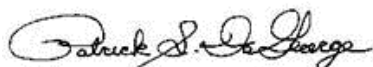
It was moved by Mr. Aitken, seconded by Dr. Delaney that the Board convene in Executive Session and approved by a unanimous voice vote at 8:53 pm.

The Board returned to Open Session at 9:00 pm.

XVI. ADJOURNMENT

On a motion by Ms. Nelson, seconded by Ms. Friedman and a unanimous roll call vote the Board adjourned the meeting at 9:01 pm.

Respectfully submitted,



Patrick S. DeGeorge
Assistant Superintendent for Business/Board Secretary

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING
NOVEMBER 9, 2015**

Curriculum and Instruction Attachment #1

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS/MISC.	TOTAL	SUB YES/NO
Colao, Raquel	LR	11/19/2015	Doubletree Hotel Somerset, NJ	Center for the Collaborative Classroom "Best Practices in Writing Instruction"	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Spafford, Dana	MS	11/19/2015	Rutgers University Piscataway, NJ	Rutgers 2015 Gifted Education Conference	\$175.00*	\$12.33*	\$0.00	\$0.00	\$0.00	\$187.33*	YES
Saccomondo, Kristina	CP	11/9/2015, 12/3/2015, 12/17/2015, 1/14/2016, 1/28/2016, 3/10/2016, 4/21/2016, 6/2/2016	Trenton, NJ	New Jersey Department of Education Improving the Preschool Classroom Environment for Young Children with Disabilities	\$0.00	\$147.28*	\$0.00	\$0.00	\$0.00	\$147.28*	NO
Jones, Karen	CO	12/7/2015	Monroe Township, NJ	New Jersey Department of Education Bilingual/ESL Education Specialist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Olsen, Cristina	CO	12/7/2015	Monroe Township, NJ	New Jersey Department of Education Bilingual/ESL Education Specialist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Saccomondo, Kristina	CP	12/8/2015	Kickin' It Kids AntiBullying Center Manalapan, NJ	Climate Control for Your School and Classroom	\$120.00*	\$2.17*	\$0.00	\$0.00	\$0.00	\$122.17*	NO
Leach, Kristina	HS	1/15/2016	Barnabas Health West Orange, NJ	Self-Harm and Suicide, Does on e Lead to the Other? The Importance of Responding to Cries for Help	\$75.00*	\$24.30*	\$0.00	\$0.00	\$0.00	\$99.30*	NO
Leach, Kristina	HS	2/5/2016	High Focus Center Cranford, NJ	Use of Motivational Interviewing Interventions to Move the Client through the Stages of Change	\$75.00*	\$11.41*	\$0.00	\$0.00	\$0.00	\$86.41*	NO
Minneci, Frances	CL	5/18/2016	The Imperia Somerset, NJ	Judy Freeman's Workshop Winners! Workshop: A closer Look at the 100 Best Books for Children	\$199.00*	\$12.77*	\$0.00	\$0.00	\$0.00	\$211.77*	YES
									TOTAL	\$1,201.81	

*Amount being charged to Account #11-000-221-580-04-0000-1

**Amount being charged to Account #11-000-221-580-04-0000-2

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
 BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING
 NOVEMBER 9, 2015**

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS- PARK	LODGING	MEALS/ MISC.	TOTAL	SUB YES/NO
Substitutes costs will vary as follows: BA with Certification - \$118.50 per day; BA only - \$104.56 per day, NTE: \$592.50											
REQUIRED ESTIMATES TO ABIDE BY LAW AND POLICY. ALL AMOUNTS ARE NOT TO EXCEED.											