

**MISSION STATEMENT**

We are committed to achieving the New Jersey Core Curriculum Content Standards at all grade levels and providing a safe and supportive environment where educators inspire, empower, and encourage students 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** on February 11, 2013, Administration Building, One Crest Way, Aberdeen, NJ.

**I. CALL TO ORDER**

Board President, Dr. Jeff Delaney called the Committee of the Whole Meeting to order at 7:00 PM.

**II. PLEDGE OF ALLEGIANCE**

**III. STATEMENT OF ADEQUATE NOTICE**

Dr. Delaney 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 21, 2012. 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:	Dr. Jeff Delaney -President	Ms. Anissa Esposito -Vice President
	Mr. Dennis Daniels	Ms. Kathleen Gentile – 7:03 PM
	Mr. Charles Kenny – 7:01 PM	Dr. Todd Larchuk
	Ms. Tara Martinez	Ms. Joelle Nappi

Absent: Mr. James Macomber

Also Mr. David M. Healy, Superintendent of Schools

Present: Dr. Marc Natanagara, Assistant Superintendent for Curriculum and Instruction  
Ms. Carole Morris, Interim Director of Personnel  
Mr. Patrick S. DeGeorge, School Business Administrator/Board Secretary  
Mr. David Palumbo, Asst. to the Business Administrator/Asst. Board Secretary

**V. CURRICULUM AND INSTRUCTION**

Dr. Natanagara reviewed the Curriculum and Instruction Agenda on which the Board will take action at the February 25, 2013 Regular Action Meeting.

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

**A. TRAVEL**

Pursuant to travel policy #4033, 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:** 4033 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 an overnight field trip for the Matawan Regional High School Winter Guard to Wildwood, NJ from May 2, 2013 to May 5, 2013.

**Rationale:** The purpose of this trip is for high school students to compete in the *All Chapter Championships* in Wildwood, N.J. with supervision by high school teacher and other approved advisors.

**Cost:**

Fundraising:	\$ 540.00
Student Cost:	\$2,880.00 (18 students @ \$160.00 each)
District Cost:	<u>\$ 628.00</u> (1 teacher)
<b>Total Cost:</b>	<b>\$4,048.00</b>

**District Cost:** \$628.00

**Account #** 11-000-270-160-11-0000-3

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve an overnight field trip for the Matawan Regional High School Food and Fashion Club to Cherry Hill Crown Plaza Hotel from March 14, 2013 to March 15, 2013.

**Rationale:** The purpose of this trip is to help our high school students to become leaders and effective citizens through family and consumer education, with supervision by high school teacher.

**Cost:**

Fundraising:	\$ 240.00
Student Cost:	\$1,600.00 (8 students @ \$200.00 each)
District Cost:	<u>\$ 268.00</u> (1 teacher)
<b>Total Cost:</b>	<b>\$2,108.00</b>

**District Cost:** \$268.00

**Account #** 11-000-270-150-11-0000-3

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve two high school coaches and up to four high school students to attend the 2013 NJSIAA State Wrestling Tournament in Convention Hall, Atlantic City.

**Rationale:** Supervision required for athletes qualifying for state level wrestling championships.

**Cost:** \$2,089.18

**Account #** 11-000-270-150-11-0000-3

4. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept the Marshall Principal Evaluation Rubrics, for use in the district principal evaluation process to be fully implemented beginning in September 2013, as mandated by the Excellent Educators for New Jersey (EE4NJ) mandate.

5. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education adopt the 2013-2014 school calendar. (**Curriculum & Instruction attachment #2**)

### C. SPECIAL SERVICES

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Ms. Kashyapi Shah, Speech Language Pathologist, to conduct a Hindi/Hindustani bilingual Child Study Team evaluation.

**Rationale:** As per NJ Administrative Code 6A:14-2.5.1(b) ii – Each district Board of Education shall ensure that evaluation procedures are provided and administered in the language and form most likely to yield accurate information on what the child knows and can do academically, developmentally and functionally unless it is clearly not feasible to do so.

**Cost:** \$775.00 – Speech Language Evaluation

**Account #** 11-000-219-320-09-0000-0

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District approve a proposal from Teachers to Teachers to provide co-teaching professional development activities for K-8 special education and regular education co-teaching pairs (K-3 schools – 13 teachers; LR – 16 teachers; MAMS – 36 teachers), comprised of five 2-hour workshops, presented over 3 days, consisting of pre-demonstration overview, demonstration lessons, a post demonstration roundtable, and 4 full days of coaching and consultation with each individual pair of teachers. Professional development will be paid for with IDEA funds.

**Rationale:** In order to implement least restrictive environment programs, consistent with NJAC 6a:14, which placed more special education students in general education classes with co-teaching pairs, it is necessary and important to provide quality training where teachers can learn from professionals highly trained in this area who have many years of experience in its implementation.

**Cost:** \$8,400.00 (IDEA funds)

**Account #** 20-250-200-320-00-0000-0

**Cost to District** (substitutes): not to exceed \$3800

### VI. PERSONNEL

Ms. Morris reviewed the Personnel Agenda requesting that the Board take action this evening on Item 6. The remainder of the items will be presented for action at the February 25, 2013 Regular Action Meeting.

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

Dr. Delaney stated he would like to hold item #10D until after Executive Session. Also, item #6 is an action item.

**A. RESIGNATIONS/RETIREMENTS**

POLICY: 4112.1 Individual Contracts-Certificated Staff  
 4212.1 Individual Contracts Non-Certificated Staff

NAME	LOC	POSITION	REASON	DATE OF HIRE	EFFECTIVE DATES
Knudsen, Paula	CO	Bus/Van Driver Part Time	Resignation	09/01/2011	02/22/2013 (Retroactive)
Schoen, Peggy	HS	Secretary 12 Months	Retirement	11/26/1991	06/30/2013
Fiore, Jill	MAMS	Instructional Assistant	Resignation	09/01/2012	03/07/2013

**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
Pisani, Laura	HS	Teacher of Language Arts	Personal Leave (2)	Without Pay	09/01/2013- 06/30/2014
Barry, Tara	RD	Elementary School Teacher Grade 1	Maternity Leave Disability Phase	With Pay	05/06/2013- 06/24/2013
			Maternity Leave Disability Phase	Without Pay	06/24/2013- 06/30/2013
			FMLA	Without Pay	09/03/2013- 11/22/2013
Loniewski, Rebecca	CL	Teacher of Special Education	Personal Leave	Without Pay	04/25/2013 04/26/2013 04/29/2013
Reynolds, Maryellen	CL	Instructional Assistant	Medical Leave	Without Pay	02/05/2013- 03/05/2013 (Retroactive)
Georgalas, Florence	HS	Secretary 12 Months	Personal Leave	Without Pay	05/09/2013 05/10/2013 05/13/2013
Malave, Robert	HS	Teacher of Language Arts	Personal Leave	Without Pay	03/13/2013- 03/15/2013

**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	SCH	POSITION	STEP	SALARY/ STIPEND	# INT	REPLACE REASON	EFFECTIVE DATES
Mozo, Karatina	CL	Instructional Assistant Autism Program	STEP-01	\$17,700.00 + \$1,485.00 BA Stipend = \$19,185.00 (Pro-rated)	3	New Position	02/26/2013- 06/30/2013

NAME	SCH	POSITION	STEP	SALARY/ STIPEND	# INT	REPLACE REASON	EFFECTIVE DATES
TBD	LR	Instructional Assistant Autism Program	TBD	TBD	TBD	New Position (Enrollment)	02/26/2013- 06/30/2013
TBD	CO	Bus/Van Driver Part Time	TBD	TBD	TBD	Knudsen Resignation	02/26/2013- 06/30/2013
TBD	CO	Maintenance Mechanic	TBD	TBD	TBD	Vitolo Promotion	02/23/2013- 06/30/2013 (Retroactive)

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

**2. SALARY ADJUSTMENT**

NAME	LOC	FROM STEP/SALARY	TO STEP/SALARY	INSTITUTION
Redmond, Michael	MAMS	E-13 \$69,400.00	F-13 \$71,720.00	Converse College Spartanburg, SC
Takacs, Julie	HS	C-07 \$47,710.00	D-07 \$52,710.00	Kean University Union, NJ

RATIONALE: Additional College Credits/Degrees Earned

COST: PER MRTA 2012/2013 Salary Guide

EFFECTIVE DATE: 02/01/2013 (Retroactive)

**3. SUBSTITUTES - 2012/2013 School year**

CATEGORY	ACCOUNT NUMBER
Transportation	11-000-270-160-11-0000-1
Knudsen, Paula	Bus/Van Driver
Giammarino, Frank	Transportation Assistant

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

**4. COLLEGE STUDENT OBSERVER(S)**

NAME	COLLEGE	COOPERATING TEACHER ADMINISTRATOR	SCHOOL/AREA
Connor, Taryn	Georgian Court University	Dr. Susan Pearsall	CP - School Psychologist <b>INTERNSHIP</b> - Testing, Counseling & Consulting February 26, 2013 - Spring 2014
Cho, Cory	Seton Hall University	Kathy Feen	MA - School Counselor <b>INTERNSHIP</b> to complete Master/Educational Specialist Combined Degree Fall 2013 - Spring 2014 September 1, 2013 - June 30, 2014

RATIONALE: Student(s) will be able to complete course work requirements toward degree and certification.

COST: None to the Board

EFFECTIVE DATE: 2012/2013 School year

**5. HOME INSTRUCTION**

ID NO.	SUBJECT/CLASS	SCHOOL	CLASSROOM TEACHER	HOME INSTRUCTION TEACHER	HOURS PER WEEK	NO. OF WEEKS	TOTAL NO. OF HOURS PER SUBJECT/CLASS	EFFECTIVE DATES
155963	Language Arts	MAMS	Nilsen, Kristine	McFadden, Mary Beth	2.5	3	7.5	02/01/2013 - 02/22/2013 (Retroactive)
155963	Math	MAMS	Goldstone, Chani	Towle, Catherine	2.5	3	7.5	02/01/2013 - 02/22/2013 (Retroactive)

ID NO.	SUBJECT/CLASS	SCHOOL	CLASSROOM TEACHER	HOME INSTRUCTION TEACHER	HOURS PER WEEK	NO. OF WEEKS	TOTAL NO. OF HOURS PER SUBJECT/CLASS	EFFECTIVE DATES
155963	Science	MAMS	DeVito, Joann	Towle, Catherine	2.5	3	7.5	02/01/2013 - 02/22/2013 (Retroactive)
155963	Social Studies	MAMS	DiMario, Joseph	Miller, David	2.5	3	7.5	02/01/2013 - 02/22/2013 (Retroactive)
160122	Biology	HS	Massimini, Gregg	Hodnicky, Helen	2.0	4	8.0	02/04/2013 - TBD (Retroactive)
160122	English 2	HS	Castelli, Courtney	Castelli, Courtney	2.0	4	8.0	02/04/2013 - TBD (Retroactive)
160122	Geometry	HS	Stetz, Diane	Stetz, Diane	2.0	4	8.0	02/04/2013 - TBD (Retroactive)
160122	US History 1	HS	Bloss, Justin	Bloss, Justin	2.0	4	8.0	02/04/2013 - TBD (Retroactive)
132086	English	HS	McDede, Maria	Larsen, Laura	2.0	3	6.0	02/11/2013 - TBD (Retroactive)

**6. K-12 CURRICULUM REVISIONS - ACTION ITEM**

Posting #	Name	Position	Staff	Activity	Max Hours	Cost/Hr	Total Cost	School
<b>ELEMENTARY SCHOOL CURRICULUM GUIDES (K-5)</b>								
1	TBD	Physical Education - Grades K-5 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	30	\$20	\$600	CO
2	Miller, Catherine	Spanish – Grade 4-5 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	10 (5 hrs/ each grade)	\$20	\$200	CO
<b>MIDDLE SCHOOL CURRICULUM GUIDES (6-8)</b>								
4	TBD	World Languages – Grade 6 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
5	TBD	Health – Grades 6-8 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	15	\$20	\$300	CO
6	TBD	Physical Education – Grades 6-8 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	15	\$20	\$300	CO
<b>HIGH SCHOOL CURRICULUM GUIDES (9-12)</b>								
31	Bernstein, Daniel	Sports and Entertainment Marketing (#8260) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
33	Varma-Kumar, Yamini	AP Lab Chemistry (#5820) 11-000-221-104-04-0000-2	1	Realign to Common Core State Standards	5	\$20	\$100	CO
34	Mingrone, Christopher	Forensic Science (#5560) 11-000-221-104-04-0000-2	1	Realign to Common Core State Standards	5	\$20	\$100	CO
35	Hodnicky, Helen	Oceanography (#5570) 11-000-221-104-04-0000-2	1	Realign to Common Core State Standards	5	\$20	\$100	CO
54	Petro, Colleen	French 2 (#7320) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
55	Petro, Colleen	French 3 (#7330) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
56	Petro, Colleen	French 4 (#7340) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
63	Barbato, Gerarda	Introduction to Creative Arts (#1110) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
68	Pickens, Samuel	Advanced Ceramics (#1142) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
73	Anzano, Albert	Woodworking (#8720) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
74	Anzano, Albert	Furniture Design & Craft (#8730) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
75	Hoernle, Carol	Childcare and Development 1 (#8910) 11-000-221-104-04-0000-2	1	Revise & Realign to NJ State Standards	10 Additional Hours	\$20	\$200	CO

Posting #	Name	Position	Staff	Activity	Max Hours	Cost/Hr	Total Cost	School
77	Anzano, Albert	General Shop (#8710) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
82	Burfeindt, Craig	TV Production 2 (#8620) 11-000-221-104-04-000-2	1	Revise & Realign to NJ State Standards	10 Additional Hours	\$20	\$200	CO
83	Burfeindt, Craig	TV Production 3 (#8630) 11-000-221-104-04-000-2		Revise & Realign to NJ State Standards	10 Additional Hours	\$20	\$200	CO

EFFECTIVE DATE: January 29, 2013 - June 30, 2013 (Retroactive)

COST: February Total = \$3,300.00

Note: Posting #75, 82 & 83 were previously approved on 1/28/13 for 5 Hours - 10 Additional hours above = 15 hours total for each.

**7. MENTOR - 2012/2013 SCHOOL YEAR**

NAME	SUBJECT	LOCATION
Mc Cabe, Kenneth	Physical Education/Health Education	MAMS

RATIONALE: Provisional Teacher assumes total responsibility for paying the Mentor Teacher pursuant to NJAC6:11-3.2c

COST: None to the Board

EFFECTIVE: 2012/2013 School year

**8. EXTRA CURRICULAR ACTIVITIES**

NAME	SCHOOL	ACTIVITY	POSITION	STIPEND	EFFECTIVE DATE
Burns, Kevin (Replacing: Andrew Lasko)	HS	Track - Boys'	Co-Assistant Coach	Step-01 (Half) \$2,425.00	02/26/2013- 06/30/2013
Walsh, Matthew (Replacing: Andrew Lasko)	HS	Track - Boys'	Co-Assistant Coach	Step-03 (Half) \$2,975.00	02/26/2013- 06/30/2013
Becube, Andrew	MAMS	Theatre Arts	Production/Design/Construction	\$2,820.00	02/26/2013- 06/30/2013

**9. VOLUNTEERS**

NAME	LOC	POSITION	EFFECTIVE DATES
Vasilenko, Nicholas	HS	Baseball	02/26/2013 - 06/30/2013

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

**10. OTHER**

**A. ACTING PRINCIPAL DIFFERENTIAL**

Richard Abrahamsen: 24 Days in 2012 as Acting Principal of Lloyd Road Elementary  
\$20.00/Day - Totaling \$480.00  
July 30-31, August 1-2-3-6-7-8-9-10, August 13-14-15-16-17  
August 20-21-22-23-24, August 27-28-29-30, (Retroactive)

**B. P/T STAFF MEMBER - SUBSTITUTE**

Jennifer Ford Per Diem Rate of \$41.26/Hour  
Substitute for Employee #4545  
Effective Dates: 12/13/2012 - 06/30/2013 (Retroactive)

**C. PER DIEM RATE COVERAGE**

Maria Prinzi Per Diem Rate of \$21.96/Hour  
2 Hours/Day - Additional responsibilities for the duration of a staff member's  
Medical Leave. Effective Dates: 10/15/2012 - 03/01/2013 (Retroactive)

**D. PROFESSIONAL SERVICES - POLICY REVISIONS**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Dr. Ilene Skolnik to provide professional services to assist with policy revision.

COST: \$25.00/Hour - not to exceed \$3,000.00

RATIONALE: To assist Board of Education and Central Administration with required policy revisions

**VII. FINANCE/TRANSPORTATION**

Mr. DeGeorge reviewed the Finance/Transportation Agenda which the Board will take action at the February 25, 2013 Regular Action Meeting.

There was a discussion among the Board regarding the 2 way radios.

**A. BUSINESS OPERATIONS**

1. **Payroll and Bills List for February 2013** (Available for review in Board Secretary’s Office)  
Policy #3326 Payment for Goods and Services

January 2013, Payroll	\$3,144,433.62
February 2013, Bills List	\$
<b>TOTAL</b>	<b>\$</b>

2. **Transfer of Funds for January, 2013** (Available for review in Board Secretary’s Office)  
Policy # 3160 Transfer of Funds Between Line Items/Amendments/Purchases Not Budgeted

**WHEREAS** N.J.A.C. 6:20-2.13 “Over expenditure of Funds” states “a district Board of Education shall not incur any obligation or approve any payment in excess of the amount appropriated by the district Board of Education in the line item pursuant to N.J.A.C. 18A:22-8.1”.

**NOW THEREFORE BE IT RESOLVED** that the attached line item transfer be approved:

3. **S-1701 Reporting for January 2013**  
Board Secretary Report for **January 2013**

Pursuant to N.J.A.C. 6A:23-2.12(d), I do certify that as of **January 31, 2013** no budgetary line item account has been over-expended in violation of N.J.S.A.18A:22-8 and 18A:22-8.1.

\_\_\_\_\_  
Patrick S. DeGeorge  
Board Secretary

February 25, 2013  
Date

**Treasurer of School Funds Report for January 2013**

The **January 2013** Treasurer of School Funds Reports are in agreement with the **January 2013** Reports of the Board Secretary for the 2012-2013 school year.

\_\_\_\_\_  
Patrick S. DeGeorge  
Board Secretary

February 25, 2013  
Date



It is recommended that the Matawan-Aberdeen Regional School District Board of Education, pursuant to N.J.A.C. 6A:20.10(e), certify that as of **January 31, 2013** 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:23-2.12(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

#### 4. Submission of the 2012-2013 Extraordinary Aid Application

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education authorize the submission of the Matawan-Aberdeen Regional School District's 2012-2013 Extraordinary Aid Application to the State of New Jersey Department of Education.

#### 5. Authorize Transfer of Funds from Capital Reserve

The Superintendent recommends that in accordance with N.J.A.C. 6A:23-14.1 (h) Capital Reserve, the Matawan-Aberdeen Regional Board of Education authorize the following transfer of funds from Capital Reserve to fund pre-development costs associated with the \$2,949,980 Capital Projects authorized on January 28, 2013.

Budget	Original Budget	Increase/ Decrease	Revised Budget
Line Item: Architectural Engineering Services (12-000-400-334-11-0000-1)	\$0	\$396,500.00	*\$675,000.00
Revenue: Transfer from Capital Reserve 10-309	\$2,126,707.69	(\$396,500.00)	\$1,451,707.69
<b>Totals</b>	<b>\$2,126,707.69</b>	<b>\$0</b>	<b>\$2,126,707.69</b>

\*Includes \$278,500.00 previously approved at the December 17, 2012 Action Meeting.

#### 6. Alternate Revenue Projection – SEMI

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the alternate projection for 2013-2014 Special Education Medicaid Initiative (SEMI) revenue of \$28,080 to be submitted for approval by the Monmouth County Interim Executive County Business Administrator.

**7. Fire and Evacuation Drills**

The following Fire and Evacuation Drills occurred as follows:

SCHOOL NAME	DRILL TYPE	DATE & TIME
Cambridge Park Pre-school	Fire Drill	1/14/13 @ 1:45 PM
Cambridge Park Pre-school	Lockdown	1/28/13 @ 9:45 AM
Strathmore Elementary School	Fire Drill	1/04/13 @ 10:00 AM
Strathmore Elementary School	Lockdown	1/07/13 @ 2:00 PM
Cliffwood Elementary School	Fire Drill	1/08/13 @ 2:00 PM
Cliffwood Elementary School	Lockdown	1/14/13 @ 10:15 AM
Lloyd Road Elementary School	Fire Drill	1/14/13 @ 1:00 PM
Lloyd Road Elementary School	Lockdown	1/23/13 @ 10:00 AM
Matawan-Aberdeen Middle School	Fire Drill	1/11/13 @ 2:00 PM
Matawan-Aberdeen Middle School	Lockdown	1/23/13 @ 10:00 AM
Ravine Drive Elementary School	Fire Drill	1/11/13 @ 2:15 PM
Ravine Drive Elementary School	Evacuation	1/08/13 @ 9:45 AM
Matawan Regional High School	Fire Drill	1/04/13 @ 12:38 PM
Matawan Regional High School	Lockdown	1/10/13 @ 7:35 AM

**B. TRANSPORTATION**

**1. Receipt of Bids and Award of Contract for Pupil Transportation Routes – Received February 1, 2013 and TBD**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education receive the bids and award contracts for Pupil Transportation Routes received on February 1, 2013 and TBD as per **Transportation Attachment 1 and Transportation Attachment 2**

RTE#	DESTINATION	CONTRACTOR	# OF DAYS	PER DIEM	EFF DATES	COST
690-H	MAMS / Lloyd Rd /Cliffwood	Wehrle's	91	\$170.00	2/11/13 – 6/30/13	\$15,470.00
691	Middletown Vocational 1-way	TBD	82	TBD	2/25/13 – 6/30/13	TBD
692	Strathmore	TBD	91	TBD	2/11/13 – 6/30/13	TBD
					<b>Total</b>	<b>\$TBD</b>

**2. Agreement for Equipment Rental, Airtime and Maintenance of Two-way Radios for School Buses**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the agreement with Repeater Network, LLC for equipment rental, airtime and maintenance of two-way radios for school buses for the period March 1, 2013 through June 30, 2013 at a total cost not to exceed \$3,760.00. **Transportation Attachment 3**

Account #: 11-000-270-593-05-0000-0

**VIII. PUBLIC COMMENTS RELATING TO BOARD AGENDA ITEMS:**

There were no comments from the public.

**IX. ACTION ON AGENDA ITEMS****PERSONNEL**

It was moved by Ms. Esposito, seconded by Ms. Martinez and approved by a unanimous roll call vote to approve Action Item 6:

**6. K-12 CURRICULUM REVISIONS - ACTION ITEM**

Posting #	Name	Position	Staff	Activity	Max Hours	Cost/Hr	Total Cost	School
<b>ELEMENTARY SCHOOL CURRICULUM GUIDES (K-5)</b>								
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2	Miller, Catherine	Spanish – Grade 4-5 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	10 (5 hrs/ each grade)	\$20	\$200	CO
<b>MIDDLE SCHOOL CURRICULUM GUIDES (6-8)</b>								
4	TBD	World Languages – Grade 6 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
5	TBD	Health – Grades 6-8 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	15	\$20	\$300	CO
6	TBD	Physical Education – Grades 6-8 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	15	\$20	\$300	CO
<b>HIGH SCHOOL CURRICULUM GUIDES (9-12)</b>								
31	Bernstein, Daniel	Sports and Entertainment Marketing (#8260) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
33	Varma-Kumar, Yamini	AP Lab Chemistry (#5820) 11-000-221-104-04-0000-2	1	Realign to Common Core State Standards	5	\$20	\$100	CO
34	Mingrone, Christopher	Forensic Science (#5560) 11-000-221-104-04-0000-2	1	Realign to Common Core State Standards	5	\$20	\$100	CO
35	Hodnicky, Helen	Oceanography (#5570) 11-000-221-104-04-0000-2	1	Realign to Common Core State Standards	5	\$20	\$100	CO
54	Petro, Colleen	French 2 (#7320) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
55	Petro, Colleen	French 3 (#7330) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
56	Petro, Colleen	French 4 (#7340) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
63	Barbato, Gerarda	Introduction to Creative Arts (#1110) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
68	Pickens, Samuel	Advanced Ceramics (#1142) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
73	Anzano, Albert	Woodworking (#8720) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
74	Anzano, Albert	Furniture Design & Craft (#8730) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
75	Hoernle, Carol	Childcare and Development 1 (#8910) 11-000-221-104-04-0000-2	1	Revise & Realign to NJ State Standards	10 Additional Hours	\$20	\$200	CO
77	Anzano, Albert	General Shop (#8710) 11-000-221-104-04-0000-2	1	Realign to NJ State Standards	5	\$20	\$100	CO
82	Burfeindt, Craig	TV Production 2 (#8620) 11-000-221-104-04-000-2	1	Revise & Realign to NJ State Standards	10 Additional Hours	\$20	\$200	CO
83	Burfeindt, Craig	TV Production 3 (#8630) 11-000-221-104-04-000-2	1	Revise & Realign to NJ State Standards	10 Additional Hours	\$20	\$200	CO

EFFECTIVE DATE: January 29, 2013 - June 30, 2013 (Retroactive)

COST: February Total = \$3,300.00

Note: Posting #75, 82 & 83 were previously approved on 1/28/13 for 5 Hours - 10 Additional hours above = 15 hours total for each.

**X. NEW BUSINESS**

Dr. Delaney stated there were five Board members interested in starting an ad hoc Policy Committee. The meetings of this committee will be conducted under the Sunshine Law since five Board members will be present. Ms. Esposito was asked to be the chairperson for this committee.

Dr. Larchuk stated he was concerned that this committee will have power to take action without other Board members being present. After a discussion among the Board, it was agreed that there would be four active

Board members on the Policy Committee with one alternate. The four active Board members would be Mr. Kenny, Ms. Nappi, Ms. Martinez and Ms. Esposito with Ms. Gentile being the alternate.

#### **XI. OLD BUSINESS**

There was no old business from the Board.

#### **XII. PUBLIC COMMENTS ON OTHER MATTERS**

There was a concern that the home side bleachers on the football field were not part of the capital projects. This member of the public requested to see the engineer's certification. Individual was advised to obtain and submit an OPRA Request.

#### **XIII. EXECUTIVE SESSION**

Be It Resolved, that a closed session be convened for the purpose of discussing Negotiations Update and Student Matters. The subject matter of these discussions will be disclosed to the public when the reason for confidentiality subsides.

It was moved by Ms. Esposito and seconded by Ms. Nappi that the Board convene in Executive Session and approved by a unanimous voice vote at 7:28 PM.

The Board returned to Open Session at 7:45 PM.

A 42 minute recess was held.

Return to Executive Session

Be It Resolved, that a closed session be convened for the purpose of Interviewing Candidate (Service Provider). The subject matter of these discussions will be disclosed to the public when the reason for confidentiality subsides.

It was moved by Dr. Delaney and seconded by Ms. Esposito that the Board convene in Executive Session and approved by a unanimous voice vote at 8:27 PM.

Return to Open Session at 9:01 PM

#### **ACTION ON MOA BETWEEN MARSD AND MRAA**

It was moved by Ms. Esposito, seconded by Mr. Daniels and approved by a unanimous roll call vote to approve the following:

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the Memorandum of Agreement which has been duly executed by both parties for the period July 1, 2011 through June 30, 2012 and for the successor contract covering the period July 1, 2012 through June 30, 2015.

**ACTION ON PROFESSIONAL SERVICES - POLICY REVISIONS**

It was moved by Mr. Daniels, seconded by Ms. Gentile and approved by a unanimous roll call vote to approve the following:

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Dr. Ilene Skolnik to provide professional services to assist with policy revision.

COST: \$25.00/Hour - not to exceed \$3,000.00

RATIONALE: To assist Board of Education and Central Administration with required policy revisions

**XIV. ADJOURNMENT**

It was moved by Ms. Nappi, seconded by Dr. Larchuk and approved by a unanimous voice vote that the meeting be adjourned at 9:04 PM.

Respectfully submitted,

Patrick S. DeGeorge  
School Business Administrator/Board Secretary



APPROVED STAFF TRAVEL 2/11/2013  
Committee of the Whole Meeting

NAME	BUILD	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS	TOTAL	SUB YES/NO
Donovan, Colin	LR	02/26/13	Ocean Place Resort and Spa, Long Branch, N.J.	NJ Association Health, Physical Education, Recreation and Dance Let's Move NJ Annual Convention	\$110.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110.00	YES
Smolokoff, Mary Beth	MS	04/10/13	Monmouth Mall, Eatontown, N.J.	The 7 Step Method for Improving The Learning and Behavior Skills of At Risk Students.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Silano, Susan	RD	03/19/13	The Wilshire Grand Hotel, West Orange, N.J.	Debbie Miller/ Real Reading: Teaching Your Students to be Strategic, Independent Readers	\$229.00	\$0.00	\$0.00	\$0.00	\$0.00	\$229.00	NO
Silano, Susan	RD	04/12/13	Double Tree Hotel, Somerset, N.J.	Rutgers Grad School Center for Literacy Development Annual Conference	\$175.00	\$0.00	\$0.00	\$0.00	\$0.00	\$175.00	NO
Pappas, James	ST	02/26/13	Ocean Place Resort and Spa, Long Branch, N.J.	NJAPERD Let's Move NJ Annual Conference	\$110.00	\$6.13	\$0.00	\$0.00	\$0.00	\$116.13	YES
										\$1,073.65	
REQUIRED ESTIMATES TO ABIDE BY LAW AND POLICY. ALL AMOUNTS ARE NOT TO EXCEED.											

## MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT SCHOOL CALENDAR 2013-2014

SEPTEMBER 2013	September:	FEBRUARY 2014	February:
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	2-Labor Day - No School 3-Staff Inservice Day 4-Opening of Schools All Staff Report 5,6-Rosh Hashanah 9-First Day of School for Students  <b>Total Days for Students: 16</b>	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	14, 17-Presidents' Weekend  <b>Total Days for Students: 18</b>
OCTOBER 2013	October:	MARCH 2014	March:
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	14-Columbus Day Observance/ Staff Inservice Day  <b>Total Days for Students: 22</b>	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	12- Staff Inservice Day  <b>Total Days for Students: 20</b>
NOVEMBER 2013	November:	APRIL 2014	April:
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	7- NJEA Convention 8- NJEA/Veteran's Day Observance 27-Half Day Students & Staff 28, 29-Thanksgiving  <b>Total Days for Students: 17</b>	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	14-21 Spring Recess  <b>Total Days for Students: 16</b>
DECEMBER 2013	December:	MAY 2014	May:
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	20-Half Day Students/Staff 23-31 Winter Recess  <b>Total Days for Students: 15</b>	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	23-Staff Inservice Day 26-Memorial Day  <b>Total Days for Students: 20</b>
JANUARY 2014	January:	JUNE 2014	June:
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1-New Year's Day 20-Martin Luther King Day  <div style="border: 1px solid black; padding: 5px; text-align: center;">January 27-30 Half Days HIGH SCHOOL STUDENTS ONLY: MIDTERMS</div> <b>Total Days for Students: 21</b>	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	6 Half Day MRHS Students & Staff <div style="border: 1px solid black; padding: 5px; text-align: center;">June 18-23 Half Days HIGH SCHOOL STUDENTS ONLY:</div> 26, 26-Half Day Students & Staff* 28-Tentative Last Day of School* <b>Total Days for Students: 19*</b>

**KEY:** ☒ = No School for Students Only  
 ☒ = No School All Students & Staff  
 ☒ = 1/2 Day All Students & Staff  
 ☐ = 1/2 Day MRHS Students Only

**Marking Periods**

- 1: Sept 6-Nov 13 (46 days)
- 2: Nov 14-Jan 30 (46 days)
- 3: Jan 31-Apr 8 (45 days)
- 4: Apr 9-June 26 (49 days)

**Progress Reports**

- 1st MP: Oct 9
- 2nd MP: Dec 19
- 3rd MP: Mar 6
- 4th MP: May 19

The first day for Instructional, Non-Instructional, and 10-month Office Assistants is Wednesday, Sept. 4, 2013.

**SECONDARY AND ELEMENTARY PARENT CONFERENCES  
(FOUR-HOUR SESSION SCHEDULE)**

Fall		
10/23/13	6-12	Afternoon Grades 6-8; Evenings Grades 9-12
10/24/13	6-12	Afternoon Grades 9-12; Evening Grades 6-8
12/4/13	PreK-5	Evening CL, RD, ST; Afternoon LR, CP
12/5/13	PreK-5	Evening LR, GP; Afternoon CL, RD, ST
Spring		
2/19/14	PreK-5	Evening LR, CP; Afternoon CL, RD, ST
2/20/14	PreK-5	Evening CL, RD, ST; Afternoon LR, CP
2/26/14	6-12	Afternoon Grades 9-12; Evening Grades 6-8
2/27/14	6-12	Afternoon Grades 6-8; Evening Grades 9-12

\*Note: There are four extra days built into the 2013-2014 calendar for emergencies, weather closings, etc. For each day not used, the last day of school for students and teachers will be reduced by one day, beginning June 26, in reverse order. If additional emergency closing days need to be made up, they will be deducted from days scheduled as school closings and/or added as half-days, beginning June 27.

Matawan-Aberdeen Regional School District staff must make vacation and personal plans with the understanding that if a revised schedule is implemented due to emergencies, etc., the Board will not grant personal leave, with or without pay, for these days. Requests for any other leaves of absence (i.e., sick leave or family illness) on these days may require a



**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
School Calendar 2013-2014**

**STAFF HOLIDAYS**

<u>MAINTENANCE HOLIDAYS (15)</u>		
July	4, 5	Independence Day Observance
September	2	Labor Day
November	28	Thanksgiving Day
November	29	Day after Thanksgiving Day
December	23	Undesignated Day #1
December	24	Christmas Eve Day
December	25	Christmas Day
January	1	New Year's Day
February	14	Presidents' Weekend
February	17	Presidents' Weekend
April	17	Undesignated Day #2
April	18	Good Friday
April	21	Undesignated Day #3
May	26	Memorial Day

<u>12 MONTH STAFF HOLIDAYS</u>		
July	4	Independence Day
September	2	Labor Day
September	5,6	Rosh Hashanah
November	7,8	NJEA Convention
November	28	Thanksgiving Day
November	29	Day after Thanksgiving
December	23-31	Winter Recess
January	1	New Year's Day
January	20	Martin Luther King, Jr. Day
February	14	Presidents' Weekend
February	17	Presidents' Weekend
April	14-21	Spring Recess
May	26	Memorial Day

<u>BUS DRIVER HOLIDAYS (9)</u>		
October	14	Columbus Day
November	8	Veteran's Day Observed
November	28	Thanksgiving Day
December	25	Christmas Day
January	1	New Year's Day
February	14,17	Presidents' Weekend
April	18	Good Friday
May	26	Memorial Day

<u>INSTRUCTIONAL/NON-INSTRUCTIONAL/ OFFICE ASSISTANTS HOLIDAYS</u>		
September	2	Labor Day
September	5,6	Rosh Hashanah
October	14	Columbus Day
November	7,8	NJEA Convention/Veterans Day Observed
November	28	Thanksgiving Day
November	29	Day after Thanksgiving
December	23-31	Winter Recess
January	1	New Year's Day
January	20	Martin Luther King, Jr. Day
February	14,17	Presidents' Weekend
March	23	Teacher Inservice Day
April	14-21	Spring Recess
May	23	Teacher Inservice Day
May	26	Memorial Day

Tentative Last Day of School June 26, 2014

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
School Calendar 2013-2014**

**TOTAL NUMBER OF DAYS**

	<u>STUDENTS</u>	<u>TEACHERS</u>
September	16	18
October	22	23
November	17	17
December	15	15
January	21	21
February	18	18
March	20	21
April	16	16
May	20	21
June	19*	19*
<b>TOTAL</b>	<b>184*</b>	<b>191*</b>

(With 5 Prof. Days  
included in count  
+ 2 NJEA Days)

\*includes 4 snow days

**TEACHER PROFESSIONAL DEVELOPMENT DAYS**

Tuesday, September 3, 2013	Full Day	Teacher Workshops/Professional Development
Wednesday, September 4, 2013	Full Day	Welcome/Teacher Workshops/Professional Development
Monday, October 14, 2013	Full Day	Teacher Workshops/Professional Development
Wednesday, March 12, 2014	Full Day	Teacher Workshops/Professional Development
Friday, May 23, 2014	Full Day	Teacher Workshops/Professional Development

\*Tentative Last Day of School June 26, 2014