

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.

ACTION MEETING on December 17, 2012, Lloyd Road Elementary School, 401 Lloyd Road, Aberdeen, NJ.

I. CALL TO ORDER

Board President, Charles Kenny called the Regular Action Meeting to order at 7:01 PM.

II. PLEDGE OF ALLEGIANCE

Mr. Kenny had a moment of silence for the victims of the tragedy in Connecticut. Mr. Kenny stated the Board will examine what more can be done to prevent further tragedies.

Brynn Reiser, a 5th grader at Lloyd Elementary School led the Board in the Pledge of Allegiance.

III. STATEMENT OF ADEQUATE NOTICE

Mr. Kenny 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 May 4, 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:	Mr. Charles Kenny-President	Ms. Elizabeth Hayward-Vice President
	Mr. Kenneth Aitken – (arrived 7:11 PM)	Mr. Dennis Daniels
	Dr. Jeff Delaney	Mr. Gerald Donaghue
	Ms. Anissa Esposito – (left 7:50 PM)	Dr. Todd Larchuk
	Ms. Patricia Phillips	

Absent:

Also Present:

- Mr. David M. Healy, Superintendent of Schools
- Dr. Patrick Piegari, Interim Deputy Superintendent of Schools
- Dr. Marc Natanagara, Assistant Superintendent for Curriculum and Instruction
- Mr. Patrick DeGeorge, School Business Administrator/Board Secretary
- Mr. David F. Palumbo, Assistant to the Business Administrator/Assistant Board Secretary
- Mr. David Rubin, Board Counsel
- Radhika Kumar, Student Representative

V. MINUTES

It was moved by Ms. Hayward, seconded by Ms. Phillips and approved by a unanimous roll call vote to approve the following minutes: Mr. Daniels and Mr. Donaghue abstained from the minutes of the November 26, 2012 Regular Action and Executive Session meetings.

Minutes of November 26, 2012, Regular Action Meeting
Minutes of November 26, 2012, Executive Session

VI. BOARD PRESIDENT’S REPORT

Board President, Mr. Kenny, made the following statements:

Mr. Kenny thanked the teachers, PTO, family, students and guardians who are present at the meeting.

Mr. Kenny recognized the four outgoing Board members for their service to the community.

VII. SUPERINTENDENT’S REPORT

Superintendent of Schools, Mr. Healy, made the following statements:

Mr. Healy congratulated the four outgoing Board members for their support and service to the community.

Mr. Healy stated that as a school community, our thoughts and prayers go out to those individuals affected by the tragedy in Connecticut. Each of our district schools have procedures in place and have drills twice per month to prevent these tragedies. The administration is reevaluating all security plans.

Lloyd Road Elementary School Principal, Dr. Ledford, presented the Lloyd Road school highlights and student recognitions.

Dr. Ledford recognized Aberdeen Township Police Officers, Vito Turchiano and Jeffrey Griffith for their service to the school.

28 students were recognized and received certificates for being “Good Character” award winners.

Ms. Grigoli and Ms. Zwirko introduced the Lloyd Road Elementary School Student Council Representatives for both the 4th and 5th grades.

Mr. Wells presented information regarding the community service by the Freshman Academy. They raised money for “Relay for Life” which is a cancer charity.

VIII. STUDENT REPRESENTATIVE’S REPORT

Student Representative, Radhika Kumar made the following statements:

The fall drama at the high school was a big hit. The speech and debate team did well at the Hilltopper tournament. Members of the Key Club completed their toy drive.

Students at Cliffwood Elementary School competed in a poster contest. Strathmore Elementary School students held their “Snowed in at Strathmore.” Students wore pajamas and brought a pair to donate. All proceeds will be donated to the victims of Sandy.

Ravine Drive Elementary School students participated in “Read Across NJ.” Students read over 11,000 books.

Students and staff of the Middle School participated in the student/faculty basketball game to benefit victims of Sandy.

IX. PUBLIC COMMENTS RELATING TO BOARD AGENDA ITEMS

There were no comments from the public.

X. CURRICULUM AND INSTRUCTION

It was moved by Ms. Hayward, seconded by Ms. Phillips and approved by a unanimous roll call vote to approve the following items:

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 seminars. 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 accept the Charlotte Danielson Framework for Teaching, and its associated rubrics, for use in the district teacher evaluation process to be fully implemented beginning in September 2013, as directed by the Excellent Educators or the New Jersey (EE4NJ) mandate. The Danielson resources have been a source in the district for improving instruction and have been identified as a “high-quality state-approved teacher practice evaluation framework” by the State of New Jersey Department of Education.

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the revised Curriculum for the following courses:

Elementary School Curriculum Guides	Middle School Curriculum Guides	High School Curriculum Guides
Preschool – 3	Social Studies – Gr. 7	Health - Gr. 10-12
Preschool - 4		Computer Applications – Gr. 9-12
Health - K		TV Production 1 - Gr. 9-12
		Principles of Chemistry - Gr. 10
		Fashion Design I – Gr. 9-12

Rationale: Curriculum guides were revised to reflect alignment to the New Jersey Core Curriculum Content Standards, Common Core State Standards or state guidelines. The curriculum guides above were updated in Summer-Fall 2012 and require Board approval.

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Cindy Weinrich as an educational consultant to provide onsite coaching and professional development to Title 1 schools in February, March and April 2013. Ms. Weinrich will provide in-class technical assistance and after-school teacher workshops focused on increasing parental involvement, differentiating instruction and enhancing Basic Skills Instruction. Ms. Weinrich will also facilitate an after-school parent workshop for Title 1 families focusing on strategies to promote at-home learning.

Rationale: Title 1 schools have unique needs that require targeted professional development that enhance professional practice and meet the needs of diverse learners. Ms. Weinrich's services will support the implementation of effective teaching strategies and will provide families with relevant strategies to support their child's academic achievement, using funds available through the NCLB act.

Cost: \$5,000.00 (\$1,000.00 a day/five days) **Account #** 20-231-200-320-00-1112-0

4. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the sale of 50 Social Studies textbooks (copyright 2001), deemed to be surplus property, obsolete, no longer useful for school purposes and approved for sale or disposal without advertisement for bids in accordance with 18A:18A-45c-f. The superintendent recommends that the Board approve the sale of said texts to Follett Educational Services for the as-is price of \$248.01.

5. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the sale of miscellaneous elementary school textbooks at least five years out of use, deemed to be surplus property, obsolete, no longer useful for school purposes and approved for sale or disposal without advertisement for bids in accordance with 18A:18A-45c-f. The superintendent recommends that the Board approve the sale of said texts to Follett Educational Services for a credit voucher in the amount of \$90.99.

6. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following amended Grant from the Matawan-Aberdeen Educational Foundation, originally approved Nov. 26, 2012:

Title	Applicant	School	Amount Approved
Can You Picture This?	Barbara Wolf & Donna Sakowski	LR	\$617.95

7. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Edmentum, Inc. (Study Island) to provide a 2-hour on-site professional development training for administrators during the 2012-2013 school year (date TBD) focused on the utilization of student performance reports to maximize the program's effectiveness, using available Title II funds.

Rationale: The district has been implementing Study Island since the 2011-2012 school year to provide supplemental test preparation for NJASK, HSPA, and SAT. The success of this program is dependent upon the targeted and strategic use of student performance reports to drive instruction and ensure program fidelity across grade levels. This workshop will provide administrators with the necessary knowledge and skills to monitor and track student performance and support teachers in using the information at the school level.

Cost: \$420.00 **Account #** 20-270-200-320-00-0000-0

7. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following personnel to serve on the building level School Professional Development Committees for 2012-2013 (\$40.00 per hour not to exceed \$5,000.00 cap per school year) as per the MRTA Memorandum of Agreement.

Matawan Regional High School	Greg Milan, Nichole Wynes, Liz Zeppilli
Matawan-Aberdeen Middle School	Nadine Greenspan, Marshall Gorman, Sean Cronin
Cambridge Park Elementary	Susan Ripple, Sonali Anderson, Sandy Rocco
Cliffwood Elementary	Ann Molinari, Shannon Polakowski, Carol Thomas
Lloyd Road Elementary	Kim Grigoli, Barbara Wolf
Ravine Drive Elementary	Paula Murray, Lori Thomson, Lisa Bauer
Strathmore Elementary	Katie Hausman, Shelley Gross, Sheryl Preiser

C. SPECIAL SERVICES

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve a full-day of onsite training to 36 district Intervention and Referral Service (I&RS) committee members by the Southern Regional Institute and Educational Technology Training Center (SRI & ETTC) of the Richard Stockton College of NJ School of Education. The training will consist of two half day sessions of 18 staff members each.

Rationale: This training will provide information and training that, in addition to running a highly functioning I&RS team, will assist our district to consistently and effectively identify and address academic, behavior and health issues and to develop effective pre-referral intervention and action plans to better serve our diverse population of students. SRI and ETTC provided training across the state for 3 years through the I&RS Technical Assistance Project with the NJ Department of Education.

Cost: \$1,200.00 **Account #** 11-000-219-320-09-0000-0

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Dr. Richa Sharma, Psychologist, to conduct Hindi/Hindustani bilingual Child Study Team Professionals.

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: \$425.00 – Psychological **Account #** 11-000-219-320-09-0000-0
 \$850.00 – Psycho/educational

3. The Superintendent recommends that the Matawan-Aberdeen School District Board of Education approve the following students to attend out of district placements for the 2012-2013 School Year:

Student	Class	School	Reason	Cost	Effective Date
54	Autistic	Applied Behavioral Concepts, Inc. New Horizon	Continued services after school-behavioral 3 hrs per day @ \$80.00 per hr	\$43,200.00	09/01/2012-06/30/2013
54	Autistic	Applied Behavioral Concepts, Inc. New Horizon	Continued services after school-program coordination 2 hrs per wk @ \$110.00 per hr	\$8,800.00	09/01/2012-06/30/2013

4. The Superintendent recommends that the Matawan-Aberdeen School District Board of Education approve the following service providers:

Service Provider	Cost	Effective Dates
Education Inc. NJ	\$35.00 per hour hospital/drug treatment center as determined by rehabilitation	09/01/2012-06/30/2013
Professional Educational Services Inc. NJ	\$35.00 per hour hospital/drug treatment center as determined by rehabilitation	09/01/2012-06/30/2013

Cost: \$420.00

Account # 20-270-200-320-00-0000-0

XI. PERSONNEL

It was moved by Ms. Phillips, seconded by Dr. Larchuk and approved by a unanimous roll call vote to approve the following items:

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

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 DATE
Loeb, Paul B.	MAMS	Teacher of Physical Education/Health Education	Retirement	09/01/1979	01/31/2013

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
Fineran, Melissa	CO	Bus/Van Driver	Maternity Leave Disability Phase	With Pay	01/02/2013 - 02/06/2013
			Maternity Leave Disability Phase	Without Pay	02/07/2013 - 04/12/2013
Greenman, Jessica	HS	Language Arts Teacher	Maternity Leave Disability Phase	With Pay	01/02/2013 - 03/04/2013
			FMLA	Without Pay	03/05/2013 - 05/31/2013
Fiore, Jill	MAMS	Instruction Assistant	FMLA	Half Days Without Pay	01/02/2012 - 01/31/2013

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. SUBSTITUTES - 2012/2013 School year

CATEGORY	ACCOUNT NUMBER
TRANSPORTATION	11-000-270-160-11-0000-1
Deborah A. Ferrandino	Substitute Bus/Van Driver

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

2. HOME INSTRUCTION

ID #	SUBJECT/ CLASS	LOC	CLASSROOM TEACHER	HOME INSTRUCTION TEACHER FOR APPROVAL	HRS PER WEEK	# OF DAYS	TOTAL # OF HRS PER SUBJECT CLASS	EFFECTIVE DATES
158037	Science	MAMS	JoAnn Devito	Sean Cronin	2.5	1	2.5	10/17/201 -TBD (Retroactive)
158037	Social Studies	MAMS	Joseph DiMario	David Miller	2.5	1	2.5	10/17/201 -TBD (Retroactive)
158037	Math	MAMS	Chani Goldstone	Corinne Wietecha	2.5	1	2.5	10/17/2012-TBD (Retroactive)
158037	Language Arts	MAMS	Kristine Nilsen	Mary Beth McFadden	2.5	1	2.5	10/17/2012-TBD (Retroactive)

RATIONALE: Home Instruction required for Student
 COST: \$35.00/Hour

3. MENTOR - 2012/2013 SCHOOL YEAR

NAME	SUBJECT	LOCATION
Meghan Mahoney	Elementary - All Subjects	Strathmore Elementary School

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

4. EXTRA CURRICULAR ACTIVITIES

NAME	SCHOOL	ACTIVITY	POSITION	STIPEND	EFFECTIVE DATES
Pelky, Michael	HS	Boys Basketball Coach	Assistant Coach	\$6,960.00 Step-3	2012/2013 School Year
HOURLY ACTIVITIES					
Conroy, Sara (Replacing: Jessica Greenman during Maternity Leave)	HS	English Tutorial	Instructor	\$25.00/Hour	01/02/2013 - 06/30/2013

5. CHAPERONES - HIGH SCHOOL GRADUATION EXERCISE

LAST NAME	FIRST NAME
Mackey	Latiefafa

COST: Two Hours @\$25.00/Hour
 ACCOUNT: 11-140-100-101-30-0000-1
 EFFECTIVE: JUNE 2013

6. VOLUNTEERS

NAME	LOC	POSITION	EFFECTIVE DATES
Vitaliano, Richard	HS	Baseball	12/18/2012-06/30/2013
Wilensky, Daniel	HS	Wrestling	12/18/2012-06/30/2013
Jasiak, Roger	HS	Wrestling	12/18/2012-06/30/2013
Smith, Jr., John J.	HS	Winter Track and Spring Track	12/18/2012-06/30/2013

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

7. OTHER

a. MOVING COMPENSATION - STAFF TRANSFERS

LAST NAME	FIRST	SCHOOL	TOTAL - \$20.00/Hour Max: 5 Hours
Costa	Allison	Cliffwood Elementary School	\$40.00
Loniewski	Rebecca	Cliffwood Elementary School	\$100.00
Molinari	Ann	Cliffwood Elementary School	\$100.00
Pappas	Alyssa	Cliffwood Elementary School	\$40.00
Pappas	Laura	Cliffwood Elementary School	\$100.00
Vergaretti	Kathleen	Cliffwood Elementary School	\$40.00
Cacopardo	Maryann	Cliffwood Elementary School	\$100.00
Christophe	Martha	Lloyd Road Elementary School	\$100.00
Levine-Nikolic	Alissa	Lloyd Road Elementary School	\$100.00
Patterson	Cori	Lloyd Road Elementary School	\$60.00
Zwirko	Tracy	Lloyd Road Elementary School	\$100.00
Damasco	Amanda	Ravine Drive Elementary School	\$100.00
Lyttle	Barbara	Ravine Drive Elementary School	\$100.00
Du Brosky	Wenona	Strathmore Elementary School	\$100.00
Hausmann	Kathryn	Strathmore Elementary School	\$100.00
Kushwara	Christina	Strathmore Elementary School	\$100.00
Mac Donald	Gillian	Strathmore Elementary School	\$100.00
Mintz	Karen	Strathmore Elementary School	\$100.00
Thompson	Gail	Strathmore Elementary School	\$100.00
Winchel	Wendy	Strathmore Elementary School	\$100.00

RATIONALE: Compensation of \$20.00/Hour for a Maximum of 5 hours related to Staff Transfers

b. 2012/2013 NON BARGAINING STAFF CONTRACTS - (PERSONNEL ATTACHMENT #1)

Year	David Palumbo	Darla Reed	Christine DeLeonardo	Mary Giaimo	Carla Puleo	Cathy Randazzo
2011/2012	\$81,475.00	\$56,100.00	\$40,000.00	\$41,100.00	\$44,020.00	\$50,031.00
Increase 2.5%	\$2,040.00	\$1,400.00	\$1,000.00	\$1,028.00	\$1,100.00	\$1,251.00
Added Responsibilities		\$1,500.00				
Recommended 2012/2013	\$83,515.00	\$59,000.00	\$41,000.00	\$42,128.00	\$45,120.00	\$51,282.00

c. MERIT PERFORMANCE BONUS

The Matawan Aberdeen Board of Education recommends that as per the Superintendent's employment contract, Mr. Healy receive the merit performance bonus payment of \$2,000.00 (\$1,000.00 per each quantitative merit goal) for achieving the following quantitative merit goals:

- Prepare an annual budget so that the annual tax levy increase does not exceed 1.5% from the prior year without any reduction in programs (as per 2012/2013 Budget).
- Reduce the number of seniors taking the Alternative High School Assessment (AHSA) by 25% (reduced the number of seniors taking the AHSA by 73%).

The Superintendent's third 2012-2013 quantitative merit goal is to reduce the non-proficiency rate in reading in the third grade by 15% as measured by student performance on the NJASK. This goal will be measured following the receipt of the 2012-2013 NJASK scores in August of 2013. The baseline for the preceding goals is spring of the 2010-2011 school year.

XII. FINANCE/TRANSPORTATION

There was a discussion among the Board regarding the Capital Projects under agenda item #7.

Dr. Delaney requested a separate vote for agenda item #7, Capital Project 2012-121.

Mr. Aitken requested a separate vote for agenda item #7 in its entirety.

Dr. Delaney requested a separate vote for agenda item #9. He would like the Organization Meeting time rescheduled from 7 PM to 8 PM.

It was moved by Mr. Daniels, seconded by Mr. Donaghue and approved by a unanimous roll call vote to approve the following items with the exception of agenda items #7 and #9:

It was moved by Ms. Hayward, seconded by Mr. Daniels and approved by a split roll call vote to approve the agenda item #7, Capital Project # 2012-121 only: Dr. Delaney voted no and Mr. Aitken abstained.

It was moved by Mr. Aitken, seconded by Dr. Delaney and approved by a split roll call vote to approve agenda item #7 as is. Mr. Aitken abstained.

It was moved by Dr. Delaney, seconded by Dr. Larchuk and failed by a split roll call vote to approve the alteration to agenda item #9: Mr. Donaghue, Ms. Hayward, Mr. Aitken and Ms. Phillips abstained.

It was moved by Dr. Larchuk, seconded by Mr. Daniels and approved by a split roll call vote to approve agenda item #9 as is: Mr. Donaghue and Mr. Aitken abstained.

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

A. BUSINESS OPERATIONS

- 1. Bills List for December 2012** (Available for review in Board Secretary’s Office)
Policy 3326 Payment for Goods and Services

November 2012, Payroll	\$3,275,880.48
December 2012, Bills List	\$1,917,534.54
TOTAL:	\$5,193,415.02

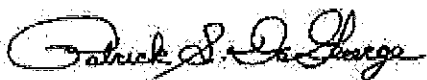
- 2. Transfer of Funds for November, 2012** (Available for review in Board Secretary’s Office)
Policy # 3160 Transfer of Funds Between Line Items/Amendments/Purchases Not Budgeted

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 November 2012**
Board Secretary Report for **November 2012**

Pursuant to N.J.A.C. 6A:23-2.12(d), I do certify that as of **November 30, 2012** no budgetary line item account has been over-expended in violation of N.J.S.A.18A:22-8 and 18A:22-8.1.

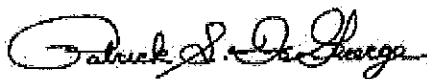


Patrick S. DeGeorge
Board Secretary

December 17, 2012
Date

Treasurer of School Funds Report for November 2012

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



Patrick S. DeGeorge
Board Secretary

December 17, 2012
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 **November 30, 2012** 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. Routine Business Travel 2012-2013

Policy: 4033 Travel/Reimbursable Expenses

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education pursuant to Travel policy # 4033, approve the following staff for travel related to routine business for the 2012-2013 school year:

Name	Position	Year Total
John Bombardier	Director of Instruction and Evaluation K-12	\$1,500.00
Patrick DeGeorge	School Business Administrator/Board Secretary	\$650.00
David Diaz	Computer Technician	\$1,000.00
TOTAL		\$3,150.00

5. Amendment for the Use of Tab Ramos Sports Facility

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve amendment with the Tab Ramos Sports Facility for the Matawan Regional High School Boys and Girls Soccer Teams to participate in a winter league at the Tab Ramos Sports Facility free of charge.

The Tab Ramos Soccer Club will be permitted use of the main field at Matawan Regional High School 3 nights per week throughout the winter months free of charge. Subject to the Tab Ramos Group completing the Facility Use Application/External Permit form and submitting a certificate of insurance.

6. Recognition of the Husky Touchdown Club as the Official Booster Club

The Superintendent recommends that the Matawan-Aberdeen Regional Board of Education recognize the Husky Touchdown Club as the official Booster Club for the Matawan-Aberdeen Regional High School Football Team in accordance with Policy 9191.

Rationale: The Husky Touchdown Club has satisfied all requirements of Board Policy 9191 – Booster Clubs.

7. FY14 Capital Projects to the New Jersey Department of Education

BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education authorize the Business Administrator and the district’s Architect of Record USA Architects of Somerville, New Jersey to submit the following proposed capital projects for the 2013-2014 school year to the New Jersey Department of Education for approval as required on the district’s behalf:

Project Number	Project Description	Estimated Total Cost *
2012-114	Demolition of Old Cliffwood School	\$850,000
2012-117	Pavement and Tennis Court Upgrades at High School, Pavement at Lloyd Road School and Pavement at Ravine Drive School	850,000
2012-119	HVAC Improvements at High School Cafeteria and Middle School Auditorium	425,000
2012-120	Fire Alarm Upgrades at Cambridge Park School	125,000
2012-121	Weight Room Building and Interior Alterations of Existing Weight Room into 2 classrooms at the High School	<u>500,000</u>
TOTAL		\$2,750,000

BE IT FURTHER RESOLVED, that the above projects be submitted as “other capital projects” as defined in N.J.A.C. 6A:26, and that the district will not seek State funding for these projects.

BE IT FURTHER RESOLVED, that upon receipt of approval from the Department of Education the Business Administrator and the Architect of Record be authorized to take all actions necessary to advertise for and receive bids related to the aforementioned capital projects.

* The “Estimated Total Cost” presented for of each of the proposed projects has been carefully determined by the Architect of Record in conjunction with various structural engineers, and is based upon the most accurate information available at the time. Please note that the total cost proposed by potential bidders, may differ from these estimates.

8. 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 Capital Projects listed under Agenda Item #8.

Budget	Original Budget	Increase/ Decrease	Revised Budget
Line Item: Architectural Engineering Services (12-000-400-334-11-0000-1)	\$0	\$278,500.00	\$278,500.00
Revenue: Transfer from Capital Reserve 10-309	\$2,126,707.69	(\$278,500.00)	\$1,848,207.69
Totals	\$2,126,707.69	\$0	\$2,126,707.69

9. 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 JANUARY 3, 2013 UNTIL THE NEXT ORGANIZATION MEETING IS HELD.

A. Public meetings will be held monthly on the fourth Monday of each month at 7:00 PM in various locations. 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. **(Finance Attachment 1)**

Exceptions to this timetable are noted on the attached schedule.

B. Committee of the Whole meetings will be held on the second Monday of each month at 7:00 PM in the Administrative Offices at One Crest Way in Aberdeen, NJ.

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.

10. Authorize Change Order #1 District-wide Wireless System

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (the “Board”) solicited bid proposals for work in accordance with specifications prepared for the district-wide implementation of an ARUBA wireless system; and

WHEREAS, on August 9, 2012, bid proposals were received and publicly read; and

WHEREAS, as a result of the bid, on August 28, 2012, the Board of Education awarded the Contract for Work in the amount of \$132,544.20 to Turn-Key Technologies, 2500 Main Street, Suite 10, Sayreville, NJ 08872; and

WHEREAS, it could not be determined until the work began that additional network cable to connect the wireless access points to the network would be needed, this requiring a Change Order #1 in the amount of \$5,250.00 for a revised contract amount of \$137,794.20;

NOW, THEREFORE BE IT RESOLVED that the Board of Education hereby authorizes the issuance of Change Order #1 to the Contract with Turn-Key Technologies.

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

11. Award for Renewal of Internet Services for the 2012-2013 School Year

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education in accordance with N.J.S.A. 18A:18A-42, (renewal of contracts) renew the contract with Cablevision Lightpath (Optimum Lightpath) after a finding that the contract is being implemented in an efficient manner and there is no increase in the contract cost. The new contract will extend from October 1, 2012 to September 30, 2013 with an annual rate of \$34,200.00.

12. Authorization to Sell and Discard Obsolete Vehicles

Pursuant to N.J.S.A.18A:18A-45 the Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education declare the following vehicles obsolete and authorize the School Business Administrator to conduct a private sale to dispose of the vehicles. If the vehicles cannot be sold or donated at that time they will be discarded.

Vehicle Description	Vehicle Identification Number	Mileage
1985 Chevy Custom Deluxe Rack Body Truck	1GBJK34W9FS193572	176,064
1992 Dodge Pickup Truck w/Plow and Controls	1B7KM36Z9NS577853	61,048

13. Approval of Emergency Contract for Clearance of Sewer Main Blockage and Rerouting & Installation of New PVC Vein at the High School

In accordance with N.J.S.A. 40A:11-6 and N.J.S.A. 18A:18A-7, it is recommended by the Superintendent of Schools that the Matawan-Aberdeen Regional School District Board of Education approve the emergency purchase of services for the clearance of a sewer main blockage and rerouting and installation of a new PVC 6 inch vein at the High School.

On Wednesday, October 17, 2012 a blockage was identified by ponding forming in the baseball field. After hand excavation, it was found that a 4 inch cleanout line ruptured and subsequently a blockage was discovered in the line. This main is the sanitary line that services the entire High School complex. Failure to correct the problem would result in the complete shut-down of the High School. It was therefore critical to immediately remediate the situation by issuing two emergency contracts. This action, as recommended by the Superintendent was approved by the Matawan-Aberdeen Regional School District Board of Education on October 22, 2012.

On Thursday, December 6, 2012 a third emergency contract was issued to the following vendor in the amount indicated to complete the work.

VENDOR	CONTRACT AMOUNT	DESCRIPTION OF SERVICES
B & W Construction P.O. Box 574 South River, NJ 08882	\$3,399.29	Abandon existing 4" sanitary line, reroute and install new PVC 6" vein.

14. Approve the following tuition rates for the Monmouth County Vocational School District for the 2012-2013 School year

School	Tuition Cost	Number of Students
Academy of Allied Health & Science	\$5,900	7
Biotechnology High School	\$5,900	16
Communications High School	\$5,900	5
High Technology High School	\$5,900	7
Marine Academy of Science & Technology	\$5,900	12
KIVA High School	\$10,200	2
Career Center	\$5,100	27
Shared Time	\$800	36

15. 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	11/14/12 @ 1:10 PM
Cambridge Park Pre-school	Lockdown	11/5/12 @ 11:00 AM
Strathmore Elementary School	Lockdown	11/1/12 @ 11:00 AM
Strathmore Elementary School	Fire Drill	11/2/12 @ 10:00 AM
Cliffwood Elementary School	Lockdown	11/16/12 @ 11:45 AM
Cliffwood Elementary School	Fire Drill	11/5/12 @ 11:00 AM
Lloyd Road Elementary School	Lockdown	11/20/12 @ 9:30 AM
Lloyd Road Elementary School	Fire Drill	11/2/2012 @ 9:15 AM
Matawan-Aberdeen Middle School	Lockdown	11/20/12 @ 9:15 AM
Matawan-Aberdeen Middle School	Fire Drill	11/7/12 @ 2:15 PM
Ravine Drive Elementary School	Fire Drill	11/1/12 @ 11:15 AM
Ravine Drive Elementary School	Evacuation	11/2/12 @ 2:35 PM
Matawan Regional High School	Fire Drill	11/1/12 @ 11:47 AM
Matawan Regional High School	Lockdown	11/26/12 @ 8:30 AM

B. TRANSPORTATION

1. Bid Receipts for Pupil Transportation Routes – Received December 11, 2012

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education receive Pupil Transportation Route Bids received on December 11, 2012 as per **Transportation Attachment 1**.

2. Award of Contracts for Transportation Routes for the 2012-2013 School Year

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following Contracts for Transportation Routes for the 2012-2013 school year.

ROUTE#	DESTINATION	CONTRACTOR	# OF DAYS	PER DIEM	EFFECTIVE DATES (TERM) *	COST
685	Lloyd Rd School	Unlimited Auto	123	\$187.30 w/aide	9/1/12–6/30/13	\$23,037.90
687 <i>Revised**</i>	Bright Beginnings Learning Center	Keyport Auto	123	\$244.00 w/aide	7/1/12–6/30/13	\$30,012.00
689	Center for Vocational Rehab	Unlimited Auto	46	\$179.40	9/1/12–6/30/13	\$8,252.40
					Total	\$61,302.30

* According to the New Jersey Department of Education – Office of Student Transportation, in order for a transportation route contract to be renewable for a subsequent school year, the contract must be written for the entire school year (September through June for regular school year, or 180 days, and July through June inclusive of extended school year programs, or 240 days.)

** This contract was awarded on Nov 26, 2012. The 130 days in the contract is being reduced to 123 days.

3. Bus Evacuation Drills

The following bus evacuation drills occurred as follows:

Revised - Strathmore School on November 15, 2012 at 9:30 AM in the rear parking lot for the entire student body, supervised by Principal, Kelly Bera.

Matawan Aberdeen Middle School on November 29, 2012 from 9:30 AM through 2:00 PM in the rear parking lot for the entire student body, supervised by Assistant Principal, Mark Van Horn.

XIII. UNFINISHED BUSINESS

There was no unfinished business from the Board.

XIV. NEW BUSINESS

There was no new business from the Board.

XV. PUBLIC COMMENTS RELATING TO ADDITIONAL MATTERS

There were no comments from the public.

XVI. EXECUTIVE SESSION

It was moved by Mr. Daniels, seconded by Dr. Larchuk, that the Board convene in Executive Session and approved by a unanimous voice vote at 8:39 PM to discuss the following:

- Interview for Interim Director of Personnel – **Possible Action Taken**
- Student Matters
- Negotiations Update
- Litigation Update

The Board returned to Open Session at 9:13 PM.

PERSONNEL

A motion by Ms. Phillips, seconded by Ms. Hayward and approved by a roll call vote to approve the following appointment: Dr. Delaney abstained.

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

1. APPOINTMENTS

NAME	SCH	POSITION	STEP	SALARY/ STIPEND	# INT	REPLACE REASON	EFF DATES
Morris, Carole	CO	Interim Director of Personnel Non Affiliated	N/A	PER DIEM \$540.00/Day	3	PIEGARI (Interim)	01/02/2013- 06/30/2013

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

XVII. ADJOURNMENT

On a motion by Mr. Daniels, seconded by Ms. Phillips and a unanimous roll call vote the Board adjourned the meeting at 9:18 PM.

Respectfully submitted,

Patrick S. DeGeorge.
 School Business Administrator/Board Secretary

NAME	BUILD	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS PARK	LODGING	MEALS	TOTAL	SUB YES/NO
Caldwell, Sheila	CA	02/15/13	Ocean County Fire Academy, Volunteer Way, Waretown, NJ	PEOSH Indoor Air Quality Training Course	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Gorman, Rebecca	CL	02/21/13	Hilton Hotel and Conference Center, East Brunswick, NJ	New Jersey Music Educational Association (NJMEA) Conference	\$150.00	\$10.35	\$0.00	\$0.00	\$0.00	\$160.35	YES
Dugal, Kevin	CO	1/31/13-2/1/13	Bally's Atlantic City, NJ	New Jersey Association of School Administrators, TECHSPO Conference	\$375.00	\$62.06	\$35.00	\$0.00	\$0.00	\$472.06	NO
Kelly, Lauren	CO	01/18/13	Learning Resource Center, River View Plaza, Central Trenton, NJ	Planning Student Transition to Adult Life, Transition Assessments for Students with Disabilities	\$11.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11.00	NO
Natanagara, Ed.D, Marc	CO	3/16/13-3/18/13	McCormick Place West, Chicago, IL	Association for Supervision and Curriculum Development (ASCD) Conference	\$259.00	\$574.56	\$10.00	\$453.96	\$177.50	\$1,475.02	NO
Olsen, Cristina	CO	01/18/13	Learning Resource Center, River View Plaza, Central Trenton, NJ	Planning Student Transition to Adult Life, Transition Assessments for Students with Disabilities	\$11.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11.00	NO
Olsen, Cristina	CO	01/23/13	Union County Ed Services Commission, Westfield, NJ	Learn. Do. Earn. Student Achievement System Workshop	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Pysniak, Donna	CO	04/10/13	Rutgers University, George Street, New Brunswick, NJ	Gain comprehensive understanding of Public School bidding and quotations in accordance with NJSA	\$206.00	\$10.97	\$13.00	\$0.00	\$0.00	\$229.97	NO
Diliberi, Larisa	LR	02/21/13	Hilton Hotel and Conference Center, East Brunswick, NJ	New Jersey Music Educational Association (NJMEA) Conference	\$150.00	\$12.67	\$2.00	\$0.00	\$35.00	\$199.67	YES

APPROVED STAFF TRAVEL 12/17/2012

Regular Action Meeting

NAME	BUILD	DATES	LOCATION	TIME	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS	TOTAL	SUB YES/NO
Greenspan, Nadine	MS	02/21/13	Hilton Hotel and Conference Center, East Brunswick, NJ	New Jersey Music Educational Association (NJMEA) Conference	\$150.00	\$11.78	\$0.00	\$0.00	\$0.00	\$161.78	YES
Hitchman, Marie	MS	2/7/13-2/8/13	Ocean Place Resort and Spa, Long Branch, NJ	Annual Association of Student Assistance Professionals Conference	\$295.00	\$0.00	\$0.00	\$0.00	\$0.00	\$295.00	NO
TOTAL										\$3,015.85	

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

PERSONNEL ATTACHMENT #1

NON BARGAINING CONTRACTS 2012/2013

A.

Catherine Randazzo	Administrative Assistant - Human Resources
Carla Puleo	Confidential Executive Secretary to Director of Personnel
Darla Reed	Administrative Assistant Payroll/Benefits
Christine DeLeonardo	Confidential Executive Secretary to School Business Administrator/Board Secretary
Mary Giaimo	Confidential Executive Secretary to Superintendent
Darlene Gallagher	Confidential Executive Secretary for Curriculum & Instruction (*) <i>Salary previously approved</i>
Donna Comforti	Confidential Executive Secretary to Assistant Superintendent of Curriculum & Instruction (*) <i>Salary previously approved</i>

B.

Kevin Dugal	Manager of Information Systems & Technology (*) <i>Salary previously approved</i>
David Palumbo	Assistant to the Business Administrator/Board Secretary

CONTRACT A

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT

INDIVIDUAL

EMPLOYMENT CONTRACT

BETWEEN:

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
CREST WAY
ABERDEEN, NEW JERSEY 07747**

hereinafter referred to as "Employer" and/or "Board"

AND:

EMPLOYEE'S NAME – CONTRACT A

hereinafter, referred to as "Employee".

This Employment Contract dated July 1, 2012, and/or date employee signs payroll forms,
Witnesseth that:

1. **EMPLOYMENT.** The Employer hereby employs the Employee and the Employee hereby accepts employment upon the terms and conditions hereinafter set forth, and agrees to observe, uphold, and abide by the laws and rules of the United States, the State of New Jersey, and the Matawan-Aberdeen Regional School District, and adhere to the job description. This employment contract will enhance administrative stability and continuity. Employee may engage in outside activities, paid or unpaid, so long as they do not conflict with the interests of the school district or divert attention away from regular full-time duties.

2. **POSITION.** Employee is hired for the position of:

EMPLOYEE'S TITLE

3. **TERM.** This contract shall commence on July 1, 2012, and shall expire on June 30, 2013. The Board shall not hereby waive any of its rights as granted or established by law, code or policy.

4. **JOB RESPONSIBILITIES.** Employee shall perform all responsibilities according to the job description approved by the Board and signed by the employee. The Board reserves the right to revise the job description according to its discretion, after input from the Superintendent or designee.

5. **EVALUATION.** The evaluation of the employee shall be performed by the Superintendent or designee in accordance with the Board's policies, applicable New Jersey Statutes, applicable rules and regulations of the State Department of Education and/or the Public Employee Relations Commission.

6. **TERMINATION.** (for non-tenured employee)

6.1 The Board reserves the right to terminate this Employment Contract by giving at least thirty (30) days written notice to the employee for any reason.

6.2 The Board reserves the right to dismiss this employee immediately on the grounds of inefficiency, incapacity, or unbecoming conduct, from present position.

6.3 Employee may tender a resignation at any time during the existence of this Agreement provided the employer is given at least sixty (30) days written notice of his intention to do so.

7. **SALARY.** The employee's salary shall be **EMPLOYEE'S SALARY** annually from July 1, 2012, through June 30, 2013. The employee's salary shall be payable in equal semi-monthly installments, or as set up for other employees, unless employment is terminated as per Article 6 or is affected by any other article herein.

7.1 Effective July 1, 2012, or as soon thereafter as is appropriate and possible, employee shall be made the beneficiary of a Disability Insurance Policy.

8. **HEALTH BENEFITS.**

8.1 The Board agrees to pay the full premium for family coverage for employee to the same extent offered to members of the Matawan Regional Teachers Association negotiations unit.

8.2 The Board agrees to pay the full premium for family coverage for employee for the standard dental insurance plan offered to members of the Matawan Regional Teachers Association negotiations unit.

8.3 The Board agrees to pay the full premium for family coverage for employee for prescription/optical insurance plans offered to members of the Matawan Regional Teachers Association negotiations unit.

8.4 In the event no plan is offered as described in item 8.3 above, the Board agrees to provide a reimbursement plan equal to that offered to members of the Matawan Regional Teachers Association negotiations unit.

8.5 Notwithstanding the foregoing, employee shall be required to contribute towards health insurance coverage pursuant to P.L. 2011, Chapter 78.

9. SICK LEAVE/VACATION/TEMPORARY LEAVES/EXTENDED LEAVES.

9.1 Employee shall receive twelve (12) sick days per year. These days shall be earned at the rate of one per month. Such days may be accumulated.

9.2 Upon retirement directly from the district after at least 10 years of consecutive service, employee shall be compensated for each accumulated sick day that was earned while employed by the District, provided that payment shall not exceed \$5,000.

9.3 Upon voluntary termination (with the exclusion of retirement as noted above) such accumulated sick days shall be forfeited.

9.4 Employee shall receive twenty (20) vacation days per year. These days shall be earned at the rate of 1.66 days per month. Vacation days to be used in units of five or more days at any time must be approved by the Superintendent or designee.

9.5 Vacation days shall not be cumulative and must be taken in the school year immediately following the year in which they are earned. Employee may be allowed to carry over vacation days only upon the written approval of the Superintendent to a maximum of ten (10) days accrued for a total of thirty (30) days. Daily salary shall be defined as 1/260 of the annual salary.

9.6 Upon retirement employee shall be paid for all earned unused vacation days at daily rate of pay.

9.7 Absence for reasons of court order or quarantine shall be in accord with provisions for MRTA.

9.8 Employee shall be entitled to a maximum of four (4) personal days per year and shall be subject to all related provisions, as applicable. Any unused personal days shall be added on to the employee's accumulated sick leave.

9.9 Absence for Death in Family and Death of a Relative shall be in accordance with provisions for MRTA.

9.10 Absence for on-the-job injury shall be in accord with provisions for MRTA.

9.11 Leave of absence without pay shall be in accord with provisions for MRTA.

9.12 If employee is called and/or serves on jury duty he shall receive his daily rate of pay and shall remit any monies from the courts to the district.

10. TUITION REIMBURSEMENT.

The Board shall reimburse employee for tuition for study at an accredited institution in the areas related to their job responsibilities; including fees, books and other related expenses, shall be reimbursed, provided total reimbursement does not exceed \$1,800.00 each year. Prior approval from the Superintendent or his designee shall be necessary in order to assure that the courses are within the employee's field of employment.

11. PROFESSIONAL ORGANIZATIONS.

11.1 The Board shall reimburse employee for pre-approved expenses related to conferences and workshops approved and reviewed by the Superintendent or designee as being a benefit to the district. Appropriate vouchers, receipts, and/or per diem written explanations shall be submitted for review and approval.

12. TRAVEL REIMBURSEMENT. The Board shall reimburse employee for automobile travel and related expenses in connection with duties at the rate to be established by the State of New Jersey each year. Such payment shall be exclusive of travel to/from home, to/from the office regardless of how often such travel is necessary. The Board shall approve all such travel, pursuant to applicable rules and regulations in effect.

13. MISCELLANEOUS.

13.1 Deduction via payroll for Tax Sheltered Annuities, Credit Union and other similar benefits shall be in accord with provisions of MRTA.

13.2 If, during the term of this contract, it is found that a specific clause of the contract is illegal as a result of a federal or state law or as a result of a court decision, the remainder of the contract not affected by such ruling shall remain in force.

IN WITNESS WHEREOF, the parties hereunto set their hands and seals the day and date above written.

ATTEST:

**MATAWAN-ABERDEEN REGIONAL
BOARD OF EDUCATION**

DATE

By _____
**CHARLES KENNY,
BOARD PRESIDENT**

WITNESS:

EMPLOYEE:

DATE

DATE

CONTRACT B

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT

INDIVIDUAL

EMPLOYMENT CONTRACT

BETWEEN:

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
BOARD OF EDUCATION
CREST WAY
ABERDEEN, NEW JERSEY 07747**

hereinafter referred to as "Employer" and/or "Board"

AND:

EMPLOYEE'S NAME – CONTRACT B

hereinafter, referred to as "Employee".

This Employment Contract dated July 1, 2012, and/or date employee signs payroll forms,
Witnesseth that:

1. **EMPLOYMENT.** The Employer hereby employs the Employee and the Employee hereby accepts employment upon the terms and conditions hereinafter set forth, and agrees to observe, uphold, and abide by the laws and rules of the United States, the State of New Jersey, and the Matawan-Aberdeen Regional School District, and adhere to the job description. This employment contract will enhance administrative stability and continuity. Employee may engage in outside activities, paid or unpaid, so long as they do not conflict with the interests of the school district or divert attention away from regular full-time duties.

2. **POSITION.** Employee is hired for the position of:

EMPLOYEE'S TITLE

3. **TERM.** This contract shall commence on July 1, 2012, and shall expire on June 30, 2013. The Board shall not hereby waive any of its rights as granted or established by law, code or policy.

4. **JOB RESPONSIBILITIES.** Employee shall perform all responsibilities according to the job description approved by the Board and signed by the employee. The Board reserves the right to revise the job description according to its discretion, after input from the Superintendent or designee.

5. **EVALUATION.** The evaluation of the employee shall be performed by the Superintendent or designee in accordance with the Board's policies, applicable New Jersey Statutes, applicable rules and regulations of the State Department of Education and/or the Public Employee Relations Commission.

6. **TERMINATION.** (for non-tenured employee)

6.1 The Board reserves the right to terminate this Employment Contract by giving at least thirty (30) days written notice to the employee for any reason.

6.2 The Board reserves the right to dismiss this employee immediately on the grounds of inefficiency, incapacity, or unbecoming conduct, from present position.

6.3 Employee may tender a resignation at any time during the existence of this Agreement provided the employer is given at least sixty (30) days written notice of his intention to do so.

7. **SALARY.** The employee's salary shall be **EMPLOYEE'S SALARY** annually from July 1, 2012, through June 30, 2013. The employee's salary shall be payable in equal semi-monthly installments, or as set up for other employees, unless employment is terminated as per Article 6 or is affected by any other article herein.

7.1 Effective July 1, 2012, or as soon thereafter as is appropriate and possible, employee shall be made the beneficiary of a Disability Insurance Policy.

8. **HEALTH BENEFITS.**

8.1 The Board agrees to pay the full premium for family coverage for employee to the same extent offered to members of the Matawan Regional Teachers Association negotiations unit.

8.2 The Board agrees to pay the full premium for family coverage for employee for the standard dental insurance plan offered to members of the Matawan Regional Teachers Association negotiations unit.

8.3 The Board agrees to pay the full premium for family coverage for employee for prescription/optical insurance plans offered to members of the Matawan Regional Teachers Association negotiations unit.

8.4 In the event no plan is offered as described in item 8.3 above, the Board agrees to provide a reimbursement plan equal to that offered to members of the Matawan Regional Teachers Association negotiations unit.

8.5 Notwithstanding the foregoing, employee shall be required to contribute towards health insurance coverage pursuant to P.L. 2011, Chapter 78

9. SICK LEAVE/VACATION/TEMPORARY LEAVES/EXTENDED LEAVES.

9.1 Employee shall receive twelve (12) sick days per year. These days shall be earned at the rate of one per month. Such days may be accumulated.

9.2 Upon retirement directly from the district after at least 10 years of consecutive service, employee shall be compensated for each accumulated sick day that was earned while employed by the District, provided that payment shall not exceed \$5,000.

9.3 Upon voluntary termination (with the exclusion of retirement as noted above) such accumulated sick days shall be forfeited.

9.4 Employee shall receive twenty (20) vacation days per year. These days shall be earned at the rate of 1.66 days per month. Vacation days to be used in units of five or more days at any time must be approved by the Superintendent or designee.

9.5 Vacation days shall not be cumulative and must be taken in the school year immediately following the year in which they are earned. Employee may be allowed to carry over vacation days only upon the written approval of the Superintendent to a maximum of ten (10) days accrued for a total of thirty (30) days. Daily salary shall be defined as 1/260 of the annual salary.

9.6 Upon retirement employee shall be paid for all earned unused vacation days at daily rate of pay.

9.7 Absence for reasons of court order or quarantine shall be in accord with provisions for MRTA.

9.8 Employee shall be entitled to a maximum of four (4) personal days per year and shall be subject to all related provisions, as applicable. Any unused personal days shall be added on to the employee's accumulated sick leave.

9.9 Absence for Death in Family and Death of a Relative shall be in accordance with provisions for MRTA.

9.10 Absence for on-the-job injury shall be in accord with provisions for MRTA

9.11 Leave of absence without pay shall be in accord with provisions for MRTA

9.12 If employee is called and/or serves on jury duty he shall receive his daily rate of pay and shall remit any monies from the courts to the district.

10. **TUITION REIMBURSEMENT.**

The Board shall reimburse employee for tuition for study at an accredited institution in the areas **EMPLOYEE'S TITLE**. Fees, books and other related expenses, shall be reimbursed, provided total reimbursement does not exceed \$3,000.00 each year. Prior approval from the Superintendent or his designee shall be necessary in order to assure that the courses are within the employee's field of employment.

11. **PROFESSIONAL ORGANIZATIONS.**

11.1 The Board shall pay dues for employee to a professional organization as approved by the Superintendent or designee up to \$400.00 per year.

11.2 The Board shall reimburse employee for pre-approved expenses related to conferences and workshops approved and reviewed by the Superintendent or designee as being a benefit to the district. Appropriate vouchers, receipts, and/or per diem written explanations shall be submitted for review and approval.

12. **TRAVEL REIMBURSEMENT.** The Board shall reimburse employee for automobile travel and related expenses in connection with duties at the rate to be established by the State of New Jersey each year. Such payment shall be exclusive of travel to/from home, to/from the office regardless of how often such travel is necessary. The Board shall approve all such travel, pursuant to applicable rules and regulations in effect.

13. **MISCELLANEOUS.**

13.1 Deduction via payroll for Tax Sheltered Annuities, Credit Union and other similar benefits shall be in accord with provisions for MRTA.

13.2 If, during the term of this contract, it is found that a specific clause of the contract is illegal as a result of a federal or state law or as a result of a court decision, the remainder of the contract not affected by such ruling shall remain in force.

IN WITNESS WHEREOF, the parties hereunto set their hands and seals the day and date above written.

ATTEST:

**MATAWAN-ABERDEEN REGIONAL
BOARD OF EDUCATION**

DATE

By _____
**CHARLES KENNY,
BOARD PRESIDENT**

WITNESS:

EMPLOYEE:

DATE

DATE

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
PROPOSED 2013
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 Organization Meeting on January 3, 2013 adopted the following schedule of Regular Monthly **ACTION MEETINGS** to be held on the **FOURTH MONDAY** of each month 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 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
THURSDAY, January 3, 2013	Organization Meeting Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, January 14, 2013	COW Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, January 28, 2013	Cliffwood Elementary School	422 Cliffwood Ave., Cliffwood, NJ
MONDAY, February 11, 2013	COW Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, February 25, 2013	Strathmore Elementary School	282 Church Street, Aberdeen, NJ
MONDAY, March 11, 2013	COW Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, March 25, 2013	Cambridge Park School	One Crest Way, Aberdeen, NJ
MONDAY, April 8, 2013	COW Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, April 22, 2013	Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, May 13, 2013	COW Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, May 20, 2013	Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, June 10, 2013	COW Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, June 24, 2013	Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, July 22, 2013	Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, August 26, 2013	Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, September 9, 2013	COW Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, September 23, 2013	Matawan-Aberdeen Regional High School	450 Atlantic Ave., Aberdeen, NJ
MONDAY, October 14, 2013	COW Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, October 28, 2013	Matawan-Aberdeen Middle School	469 Matawan Ave. Cliffwood, NJ
MONDAY, November 11, 2013	COW Administration Building	One Crest Way, Aberdeen, NJ
MONDAY, November 25, 2013	Ravine Drive Elementary School	170 Ravine Drive, Matawan, NJ
MONDAY, December 16, 2013	Lloyd Road Elementary School	401 Lloyd Road, Aberdeen, NJ
MONDAY, January 6, 2014	Organization Meeting Administration Building	One Crest Way, Aberdeen, NJ

Patrick DeGeorge
School Business Administrator/Board Secretary

