

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 November 26, 2012, Ravine Drive Elementary School, 170 Ravine Drive, Matawan, NJ.

I. CALL TO ORDER

Board President, Charles Kenny called the Regular Action Meeting to order at 7:05 PM.

II. PLEDGE OF ALLEGIANCE

Third grade student Tyler Cmil 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 7:19 PM) Dr. Jeff Delaney
Ms. Anissa Esposito Dr. Todd Larchuk
Ms. Patricia Phillips

Absent: Mr. Dennis Daniels, Mr. Gerald Donaghue

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. James H. Strimple, Jr. Interim 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. Esposito and approved by a unanimous roll call vote to approve the following minutes:

- Minutes of October 22, 2012, Regular Action Meeting
- Minutes of October 22, 2012, Executive Session
- Minutes of November 12, 2012, Committee of the Whole Meeting
- Minutes of November 12, 2012, Executive Session

VI. BOARD PRESIDENT’S REPORT

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

Mr. Kenny thanked all the parents and guardians for coming out and supporting the children.

Mr. Kenny stated Ravine Drive is an exceptional school with an excellent principal and staff.

Many students will be honored for their academic achievements tonight.

Thanked Mr. Strimple for his service to the school district.

There will be an open house for the high school academies on December 3rd.

VII. SUPERINTENDENT’S REPORT

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

Mr. Healy also thanked Mr. Strimple for his service and stated that he is losing a person who was an outstanding colleague and a life long friend.

Ravine Drive Elementary School Principal, Ms. Janover came up to the podium and discussed the highlights and achievements of Ravine Drive Elementary School:

- The school is celebrating a 15.6% increase in LAL NJASK test scores
- The district continues to implement the Everyday Math Program. The Program has been very successful and there has been significant student growth.
- Thanked the PTO for their continued support.
- The Peer Buddy Program is off to a great start
- Recognized students Alec Corby, Vanessa Stoffell and Angelina Fiandaca for their community service
- Honored three members of the Matawan Police Department for their service to the school

Ravine Drive Elementary School Principal, Ms. Janover, Strathmore Elementary School Principal, Ms. Bera, Cliffwood Elementary School Principal, Ms. Ulrich and Lloyd Road Elementary School Principal, Dr. Ledford honored their respective students who achieved a perfect score on the NJASK exam.

Mr. Healy recognized the band parents for donating a tractor worth \$1,400 to the band.

Mr. John Swisher and Mr. Bob Swisher from the firm of Suplee, Clooney and Company, presented the District’s 2011-2012 Annual Audit to the Board. Mr. John Swisher read the recommendations into public record and reviewed the excess surplus calculation with the Board.

Dr. Natanagara and Mr. Healy reviewed the student achievements and test score results of the District through a power point presentation.

VIII. STUDENT REPRESENTATIVE’S REPORT

Student Representative, Radhika Kumar made the following statements:

Strathmore Elementary School students began collecting change for the Penny Wars competition to benefit members of the community, to date they have collected over \$2,000.

Lloyd Road Elementary School students held a Penny Wars fund raiser to benefit members of the community with TD bank matching their donations. The school also held a turkey drive. Turkeys and other items were donated to the local food bank.

Students from the Middle School sent letters of encouragement and gift cards to needy families.

Cliffwood Elementary School students held a Penny Wars fundraiser.

Members of the High School Key Club held an event called Operation Santa, they made sandwiches for community members from Union Beach. The fall drama will be held from November 29th through December 1st.

IX. PUBLIC COMMENTS RELATING TO BOARD AGENDA ITEMS

There were no comments from the public.

X. CURRICULUM AND INSTRUCTION

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

There was a discussion among the Board regarding the additional costs under Item C-1 of the Curriculum and Instruction agenda.

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 a donation in the amount of \$1,400.00 from Band Boosters of Matawan to Matawan Regional High School for the purchase of a tractor to pull band equipment for the Marching Band Program. This donation will replace damaged equipment.
2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the Matawan Regional High School Student Investment Club which will be affiliated with the Business Academy.

Rationale: To advance student knowledge of, and interest in, the management of financial assets for their own retirement and/or family lifestyle goals, and for investigating career opportunities in fiduciary advising or management of the assets of others.

Cost: There is no cost to the district.

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the revised school calendar. **(Curriculum & Instruction Attachment #2)**
4. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following Grants from the Matawan-Aberdeen Educational Foundation.

Title	Applicants	School	Amount Approved
Genetic Engineering Using Polymerase Chain Reaction for Genome Transformation	Paul N. Servidio, M.D	HS	\$2,308.74
Can You Picture This?	Barbara Wolf & Donna Sakowski	LR	\$548.49
Blast Off with Black Rocket Game Based Learning – 21 st Century Skills for all Students	JoAnn DeVito & Joseph DiMario	MS	\$1,125.00

C. SPECIAL SERVICES

1. The Superintendent recommends that the Matawan-Aberdeen Regional 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
157154	Autistic	The Shore Center for students with Autism-BJC	New counseling services as per IEP	\$1,200.00	11/1/2012-06/30/2013
157467	Autistic	The Shore Center for students with Autism -BJC	Additional speech services as per IEP	\$1,500.00	09/06/2012-06/30/2013

STUDENT	CLASS	SCHOOL	REASON	COST	EFFECTIVE DATE
15619	Autistic	The Shore Center For students with Autism-BJC	Additional speech services as per IEP	\$3,000.00	09/06/2012-06/30/2013
157588	Autistic	The Shore Center BJC	Additional Speech services as per IEP	\$3,000.00	09/06/2012-06/30/2013
156854	Autistic	Search Day at Marlboro	Continued Placement	\$67,603.11	07/01/2012-06/30/2013

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve contracted services with Monmouth Ocean Educational Services Commission to cover the medical absence of a Child Study Team Staff Member.

CONTRACTED SERVICE	COST	EFFECTIVE DATES
Learning/Language Consultant (Myra Dougherty)	\$380.00 per day 3 days per week Total anticipated cost- \$10,260.00	11/27/2012-01/30/2013

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve contracted services with Monmouth Ocean Educational Services Commission in order to provide continued and consistent Child Study Team services during the medical absence of a Child Study Team staff member.

CONTRACTED SERVICE	COST	EFFECTIVE DATES
Social Worker (Salmaria Scott)	\$525.00 per day 2 days per week \$9,450.00	11/27/2012-01/30/2013

4. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the contract with Hybrid Learning Group as per due process settlement agreement, effective November 19, 2012, that provides a one to one ABA aide on a transitional basis to a student returning to district.

Hourly Rate-\$65.00	Approximately 105 half-days	Total Anticipated Cost- \$27,040.00
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XI. PERSONNEL

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

A. RESIGNATIONS/RETIREMENTS

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

NAME	LOC	POSITION	REASON	DATE OF HIRE	EFF DATES
Noren, Joyce	LR	Teacher of Special Education	Retirement	09/01/1998	12/31/2012

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	EFF DATE
Fisco, Kristen	RD	Teacher of Special Education	Maternity Leave	With Pay	12/03/2012-01/23/2013
			Disability Phase		
			FMLA	Without Pay	01/24/2012 - 04/17/2013
Slee-Wojnar, Kathleen	LR	Personal Aide	Personal Leave	Without Pay	12/05/2012

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
SUBSTITUTE NURSE	11-000-213-104-11-0000-9
Debra Reinhold	Substitute Nurse - Per Diem Rate \$150.00

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

2. EXTRA CURRICULAR ACTIVITIES

NAME	School	ACTIVITY	POSITION	STIPEND	EFF DATE
Catalano, Patricia	CL	Environmental Club	Advisor	\$1,025.00	11/27/2012 - 06/30/2013
Hebding, Evelyn	MAMS	Theatre Arts	Production Assistant	\$1,350.00	11/27/2012 - 06/30/2013
Hults, Amanda	MAMS	Theatre Arts	Co-Technical Director	\$1,220.00	11/27/2012 - 06/30/2013
HOURLY ACTIVITIES					
Pappas, Laura	CL	ESL Tutorial	Instructor	\$25.00/Hour	11/27/2012 - 06/30/2013
Galietti, Elyse	CL	Tutorial	Instructor	\$25.00/Hour	11/27/2012 - 06/30/2013
Freundel, Myra	CL	Tutorial	Instructor Substitute	\$25.00/Hour	11/27/2012 - 06/30/2013
Weinstein, Bonnie	LR	Tutorial	Instructor	\$35.00/Hour	11/27/2012 - 06/30/2013

3. COLLEGE STUDENT TEACHERS/OBSERVERS/INTERNS

NAME	COLLEGE	COOPERATING TEACHER ADMINISTRATOR	SCHOOL/AREA
Anzano, Angela	Brookdale Community College	Sheryl Preiser	ST - Elementary - Student Observer 11/30/12 - 4 Hours (1 Day)

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

COST: None

EFFECTIVE DATE: 2012/2013 School year

4. CHAPERONES - HIGH SCHOOL GRADUATION EXERCISE

	LAST NAME	FIRST NAME		LAST NAME	FIRST NAME
1	Bernhardson	Amanda (Alternate)	16	Olechnowicz	Jeffrey
2	Bloss	Justin	17	Pickell	Lee
3	Cornacchia	Mario	18	Pickens	Samuel
4	Craparo	Michael	19	Prinzi	Maria
5	Dellert	Deidre	20	Provines	Effie
6	Fajardo	Carol	21	Quinn	Kathleen
7	Gross	Zachary	22	Reingle	Patricia
8	Jackman	Neil	23	Stetz	Diane
9	Kaye	John	24	Tomasello	Louise
10	Kish	Sheryl	25	Vina	William
11	Komito	Marc	26	Walter	Cathleen
12	Leach	Kristina	27	Weissman	Linda
13	Mackey	Latieffa	28	Wynes	Nicole
14	McDede	Maria	29	Zanghi	Nancy
15	Mohammed	Patrick (Alternate)			

COST: Two Hours @\$25.00/Hour

ACCOUNT: 11-140-100-101-30-0000-1

EFFECTIVE: JUNE 2013

5. CHAPERONES - MIDDLE SCHOOL 8TH GRADE PROMOTION

	LAST NAME	FIRST NAME		LAST NAME	FIRST NAME
1	Bebel	Helen	7	Festa	Paula
2	Spafford	Dana	8	Towle	Catherine
3	Cahill	Laura	9	Gorman	Marshall
4	Dean	Brian	10	Wietecha	Corinne
5	Sobieski	Cynthia	11	Politano	Georgette
6	Redzinak	Kathleen	12	Viehl	Linda

COST: Two Hours @\$25.00/Hour

ACCOUNT # 11-130-100-101-40-0000-1

EFFECTIVE: JUNE 2013

6. FRESHMAN ACADEMY PROGRAM - HIGH SCHOOL (Summer 2012)

	LAST NAME	FIRST	Cost		LAST NAME	FIRST	Cost		LAST NAME	FIRST	Cost
1	Borchers	Sheri	\$260.00	7	Godowski	Donna	\$160.00	13	Mezzacappa	Melissa	\$180.00
2	Burns	Kevin	\$100.00	8	Goldberg	Deborah	\$260.00	14	Provines	Effie	\$260.00
3	Carnovsky	Robert	\$260.00	9	Greenman	Jessica	\$260.00	15	Quinn	Kathleen	\$260.00
4	Conroy	Sara	\$100.00	10	Leach	Kristina	\$180.00	16	Tomasello	Louise	\$260.00
5	Francis	Rochelle	\$180.00	11	Marsh	Charles	\$180.00	17	Turley	Rose Marie	\$160.00
6	Gallo	Maria	\$100.00	12	Massimini	Geoffrey	\$160.00	18	Wegryzyn	Louise	\$160.00
								19	Vina	William	\$180.00

2 Days @\$20.00/HOUR - 1 Days @\$25.00 HOUR (Nurse - \$40.00 1 Day)
 Cost per person will be listed for the 11/26/12 Board Meeting.

7. VOLUNTEERS

NAME	LOC	POSITION	EFF DATES
Powers, Tammy	HS	Softball	11/27/2012 - 06/30/2013
Freeman-Scott, Shuwanna	ST	Library Volunteer	11/27/2012 - 06/30/2013
Kaesar, Lauren	CO	Transportation Office-Clerical	11/27/2012 - 06/30/2013
Burns, Kevin	HS	Winter Track Team	11/27/2012 - 06/30/2013
Burns, Kevin	HS	Boys Spring Track Team	11/27/2012 - 06/30/2013

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

8. VOLUNTEER SPEECH AND DEBATE JUDGES

NAME	NAME
Castelli, Roni	Cherney, Susan
Drapkin, Darren	Guevara, Patricia J.
Lewental, Nancy	Patel, Ashish
Przybyla, Joanna	Raince, Arshjit
Rielcalla, Adam	Ruiz, Ana-Maria
Young, Serena	Zahray, Paul

9. OTHER

a. Moving Compensation - Staff Transfers

	LAST NAME	FIRST	SCHOOL	TOTAL \$20.00/Hour Max: 5 Hours
1	Abramowitz	Felecia	Cliffwood Elementary School	\$100.00
2	Bacharde	Tiffany	Cliffwood Elementary School	\$100.00
3	Danback	Barbara	Strathmore Elementary School	\$100.00
4	DiLiberti	Larisa	Lloyd Road Elementary School	\$100.00
5	Ditre	Jennifer	Cliffwood Elementary School	\$100.00
6	Donnelly	Mary	Lloyd Road Elementary School	\$100.00
7	Forgie	Linda	Ravine Drive Elementary School	\$100.00
8	Kyvelos	Susan	Lloyd Road Elementary School	\$100.00
9	Morrissey	Christina	Ravine Drive Elementary School	\$100.00
10	Nau	Sara	Cliffwood Elementary School	\$100.00
11	Nocera	JoAnn	Lloyd Road Elementary School	\$100.00

	LAST NAME	FIRST	SCHOOL	TOTAL \$20.00/Hour Max: 5 Hours
12	Sakowski	Donna	Lloyd Road Elementary School	\$100.00
13	Scannella	Christine	Lloyd Road Elementary School	\$100.00
14	Sullam	Joanne	Ravine Drive Elementary School	\$100.00
15	Toomey	Joanne	Ravine Drive Elementary School	\$ 60.00
16	Walliczek	Terri	Ravine Drive Elementary School	\$100.00
17	Walnock	Richard	Ravine Drive Elementary School	\$100.00
18	Winchel	Wendy	Strathmore Elementary School	\$100.00

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

b. Termination of Contract and Appointment of Consultant

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education terminate the contract of James H. Strimple, Jr. as Interim School Business Administrator/Board Secretary effective December 3, 2012 and appoint James H. Strimple, Jr. as a consultant for the Matawan-Aberdeen Regional School District for up to 15 days at \$600.00 per day.

XII. FINANCE/TRANSPORTATION

It was moved by Dr. Larchuk, seconded by Ms. Hayward 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. BUSINESS OPERATIONS

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

October 2012, Payroll	\$3,762,174.65
November 2012, Bills List	\$1,945,126.40
TOTAL:	\$5,707,301.05

- 2. **Transfer of Funds for October, 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. The Report of the Treasurer (Month ending October, 2012)

Policy # 3571 Financial Reports

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept the Treasurer's Report for the Month of **October, 2012** which is in agreement with the Board Secretary's Report.

4. The Board Secretary's Financial Report (Month ending October, 2012)

Policy # 3571 Financial Reports

The Board of Education hereby accepts the Board Secretary's Financial Report for the month of **October, 2012**, as per the procedure instituted by the State Department of Education, wherein the required certification by the Board Secretary is adhered to in the attachment.

Pursuant to N.J.A.C. 6:20-2:13(e), the Board of Education certify that as of **October 31, 2012**; and after review of the Secretary's monthly financial report for the same month (appropriations section), and upon consultation with the appropriate district officials, to the best of their knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:20-3:13(b), and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

5. Adoption of Superintendent Goals and Budget Calendar

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education adopt the Superintendent Goals and the Budget Calendar for the 2013-2014 School year. (**Attachment #1**)

6. Acceptance of the 2011-2012 Comprehensive Annual Financial Report, Auditor's Management Report and Corrective Action Plans

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept the 2011-2012 Comprehensive Annual Financial Report, Auditor's Management Report as reported by Suplee, Clooney & Company and Corrective Action Plans.

7. Approval of Appointments

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following appointments for the period of December 3, 2012 through June 30, 2013.

Public Agency Compliance Officer	Patrick DeGeorge
Affirmative Action Officer for Contracts	Patrick DeGeorge
School Funds Investor	Patrick DeGeorge

8. Appointment of District Purchasing Agent

WHEREAS, 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

WHEREAS, 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (\$36,000), may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and

WHEREAS, 18A:18A-37,c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (\$5,400) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.

NOW, THEREFORE BE IT RESOLVED, effective December 3, 2012 through June 30, 2013 that Matawan-Aberdeen Regional School District Board of Education, pursuant to the states cited above hereby appoints Patrick DeGeorge, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Matawan-Aberdeen Regional School District Board of Education, and

BE IT FURTHER RESOLVED that Patrick DeGeorge, is hereby authorized to award contracts on behalf of the Matawan-Aberdeen Regional School District Board of Education that are in the aggregate less than 15% of the bid threshold (\$5,400) without soliciting competitive quotations, and;

BE IT FURTHER RESOLVED, that Patrick DeGeorge, is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the Matawan-Aberdeen Regional School District Board of Education when contracts in the aggregate exceed 15% of the bid threshold (currently \$5,400) but are less than the bid threshold of \$36,000.

9. Adopt the Matawan-Aberdeen Regional School District Purchasing Manual

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education adopt the Matawan-Aberdeen Regional School District Purchasing Manual.

10. Approval of Credit Change Order – Roof Replacement Project at Cambridge Park School

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve a credit change order in the amount of \$5,000 to Safeway Contracting Inc.

Original Contract Sum	\$338,000
Credit Change Order	<u>-\$ 5,000</u>
Revised Contract Sum	\$333,000

11. 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
Susanne Hughes	Music Teacher/Band Director	\$650.00
TOTAL		\$650.00

12. Approval of Emergency Contract for Repair of Water Main Leak at the Middle 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 repair of a water main leak due to a cracked pipe at the Middle School.

On Wednesday, November, 7, 2012 a water main leak due to a cracked pipe was identified by flooding in the parking lot of the Middle School. This main is the domestic line that services the entire Middle School complex. Failure to correct the problem would result in the complete shut-down of the Middle School. It was therefore critical to immediately remediate the situation by issuing an emergency contract to the following vendor in the amount indicated below:

VENDOR	CONTRACT AMOUNT NOT TO EXCEED	DESCRIPTION OF SERVICES
B & W Construction P.O. Box 574 South River, NJ 08882	\$10,000.00	Repair cracked pipe causing water main leak.

13. Settlement Agreement Resolving MRTA Grievance No. 10-306

BE IT RESOLVED, that the Board President be authorized to execute a settlement agreement resolving MRTA Grievance No. 10-306.

14. Acceptance of Proposal for Architectural and Engineering Services for the Demolition of the Old Cliffwood Avenue Elementary School

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept the proposal dated October 21, 2012 from USA Architects of Somerville, New Jersey for architectural and engineering services for Demolition Bid Services for the Demolition of the Original Cliffwood Avenue School, dated, as follows:

Demolition Bid Document	\$24,400
Full Time Demolition Monitoring and Oversight	\$20,300
On-Call Asbestos Consultation Services (Billed only if needed)	\$ 3,500
Analytical Laboratory Fees (Budgetary Amount - Allowance)	\$10,000
Final Report	<u>\$ 2,500</u>
Initial Contract Amount – to be adjusted at conclusion of Project for Asbestos Consultation Services and Laboratory Fees	\$60,700
Reimbursable Expenses expected not to exceed	\$ 3,000

Laboratory Rates

Asbestos Air Sample – PCM Analysis	\$ 20.00 per sample
Asbestos Bulk Sample – PLM-TEM Analysis	\$100.00 per sample
Asbestos Air Sample TEM 24 hr. Analysis	\$100.00 per sample

15. Acceptance of Proposal for Architectural and Engineering Services for RFP

The Superintendent recommends that the Matawan-Aberdeen Regional Board of Education accept the proposal dated October 21, 2012 from USA Architects of Somerville, New Jersey for architectural and engineering services for the purpose of developing a Request for Proposal (RFP) for a Local Government Energy Audit for a fixed fee amount of \$6,500.

16. Receipt of Proposals for Teacher Evaluation Services

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (the “Board”) solicited proposals for the appointment of a provider to implement Teacher Evaluation Services for the 2012-2013 school year; and

WHEREAS, on Monday, October 22, 2012, upon advisement of Board Counsel and in compliance with N.J.S.A.18A:18A-4.3 and Local Finance Notice 2010-3, the Board authorized the Administration to solicit proposals for Teacher Evaluation Services using the competitive contracting process in lieu of public bidding.

WHEREAS, on Wednesday, November 14, 2012, proposals were received and publicly read; and

WHEREAS, as a result of the request for proposals, on November 14, 2012, proposals were received from the following vendors:

VENDOR	PROPOSAL AMOUNT
My Learning Plan	\$35,064.00
School Improvement Network	\$64,965.00
Teachscape	\$72,273.00

NOW, THEREFORE BE IT RESOLVED that the Board of Education formally receive the above referenced proposals.

17. Fire and Evacuation Drills

The following Fire and Evacuation Drills occurred as follows:

SCHOOL NAME	DRILL TYPE	DATE & TIME
Cambridge Park Pre-school	Fire	10/17/12 @ 9:30 AM
Cambridge Park Pre-school	Evacuation Code 11	10/4/12 @ 2:00 PM
Strathmore Elementary School	Evacuation Code 11	10/12/12 @ 10:00 AM
Strathmore Elementary School	Fire Drill	10/2/12 @ 10:00 AM
Cliffwood Elementary School	Bomb Threat/Evacuation	10/24/12 @ 10:15 AM
Cliffwood Elementary School	Fire Drill	10/11/12 @ 2:00 PM
Lloyd Road Elementary School	Evacuation Drill	10/11/12 @ 2:00 PM
Lloyd Road Elementary School	Fire Drill	10/1/12 @ 1:30 PM
Matawan-Aberdeen Middle School	Lockdown	10/29/12 @ 9:15 AM
Matawan-Aberdeen Middle School	Fire Drill	10/11/12 @ 2:15 PM
Ravine Drive Elementary School	Fire Drill	10/01/12 @ 11:30 AM
Ravine Drive Elementary School	Evacuation	10/2/12 @ 9:45 AM
Matawan Regional High School	Fire Drill	10/11/12 @ 10:05 AM
Matawan Regional High School	Evacuation(non fire)	10/4/12 @ 1:30 PM

B. TRANSPORTATION

1. Bid Receipts for Pupil Transportation Routes – Received November 20, 2012

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education receive Pupil Transportation Route Bids received on November 20, 2012 as per **Transportation Attachment 1**.

2. Award of Bid 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 Bid Contracts for Transportation Routes for the 2012-2013 school year.

RTE#	DESTINATION	CONTRACTOR	# OF DAYS	PER DIEM	EFF DATES	COST
687	Bright Beginnings Learning Center	Keyport Auto	130	\$244.00 w/aide	7/1/12 - 6/30/13	\$31,720.00
					Total	\$31,720.00

3. Award of Joint Transportation Contracts for the 2012-2013 School Year

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

RTE#	DESTINATION	HOST	JOINER	# OF DAYS	JOINER PER DIEM	EFF DATES	ESTIMATED REVENUE
664	CPC High Point	MARSD	Hazlet	180	\$58.08	9/1/12- 6/30/12	\$10,454.40
2141	MOESC/ Crossroads	MOESC	MARSD	151	\$42.55	10/1/12- 6/30/12	\$6,425.05
						Total	\$16,879.45

4. Bus Evacuation Drills

The following bus evacuation drills occurred as follows:

Lloyd Road School on October 21, 2012 at 9:30 AM in the bus driveway in front of the school for the entire student body, supervised by Assistant Principal, Mona Tobia.

Matawan Regional High School on October 26, 2012 from 7:30 AM through 2:00 PM in the gymnasium parking lot for the entire student body, supervised by Assistant Principal, Philip Tyburezy.

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

A member of the community thanked the school district community for the help and donations she received after losing her house to a fire.

XVI. EXECUTIVE SESSION

It was moved by Ms. Hayward, seconded by Ms. Phillips, that the Board convene in Executive Session and approved by a unanimous voice vote at 9:26 PM to discuss the following:

Student Matters
Negotiations Update
Litigation Update

The Board returned to Open Session at 9:55 PM.

XVII. ADJOURNMENT

On a motion by Ms. Esposito, seconded by Ms. Hayward and a unanimous roll call vote the Board adjourned the meeting at 9:56 PM.

Respectfully submitted,

James H. Strimple, Jr.
Interim Business Administrator/Interim Board Secretary

APPROVED STAFF RAVEL 11/26/2012
Regular Action Meeting

NAME	BUILD	DATES	LOCATION	TITLE	REGIS. FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS	TOTAL	SUB YES/NO
Colao, Raquel	CO	12/07/12	Renaissance Woodbridge Hotel US Highway One South, Iselin, NJ	Reading Workshop Units of Study and the Common Core: A Focus on Nonfiction Grades K-6	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
DeGeorge, Patrick	CO	12/07/12	Jumping Brook Country Club, Neptune, NJ	Institute for Professional Development, 2013 Training for Budget Preparation	\$99.00	\$0.00	\$0.00	\$0.00	\$0.00	\$99.00	NO
Hollinger, Jessica	CO	12/07/12	NJDOE Learning Resource Center, Morris Plains, NJ	Transition from School to Adult Life: Making the Process Meaningful	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Jarzabek, Chester	CO	12/05/12	Trump Taj Mahal, Boardwalk, Atlantic City, NJ	NJ Green Expo- Turf and Landscaping Conference	\$95.00	\$26.70	\$30.00	\$0.00	\$0.00	\$151.70	NO
Vitolo, Anthony	CO	12/05/12	Trump Taj Mahal, Boardwalk, Atlantic City, NJ	NJ Green Expo- Turf and Landscaping Conference	\$95.00	\$0.00	\$0.00	\$0.00	\$0.00	\$95.00	NO
Zitarosa, Celestine	CO	01/11/13	NJ Principals and Supervisors Association, Monroe Township, NJ	Preparing for PARCC: New Jersey's Next Generation Assessment System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Zitarosa, Celestine	CO	12/07/12	Renaissance Woodbridge Hotel US Highway One South, Iselin, NJ	Reading Workshop Units of Study and the Common Core: A Focus on Nonfiction Grades K-6	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
De Costa, Florence	HS	12/06/12	Culinary Education Center, Asbury Park, NJ	MCVS-Counselor Breakfast and Information Session	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Dellert, Deirdre	HS	11/29/12	Center For Family Life Education, Somerset, NJ	National Sex Education Conference	\$225.00	\$0.00	\$0.00	\$0.00	\$0.00	\$225.00	YES

APPROVED STAFF TRAVEL 11/26/2012
Regular Action Meeting

NAME	BUILD	DATES	LOCATION	TITLE	REGIS. FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS	TOTAL	SUB YES/NO
Doucette, Susan	HS	12/05/12	Monmouth Mall, Eatontown, NJ	Proactive Behavior Management Strategies for the Effective Inclusion of Students with Autism	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
Mickley, Geraldine	HS	12/12/12	Market Street, West Philadelphia, PA	Middle States Accreditation Workshop for AFG training	\$0.00	\$53.01	\$40.00	\$0.00	\$0.00	\$93.01	YES
Wells, Michael	HS	12/12/12	Market Street, West Philadelphia, PA	Middle States Accreditation Workshop for AFG training	\$0.00	\$53.01	\$40.00	\$0.00	\$0.00	\$93.01	NO
										\$756.72	

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT SCHOOL CALENDAR 2012-2013

Curriculum & Instruction Attachment # 2

SEPTEMBER 2012							FEBRUARY 2013																				
S	M	T	W	T	F	S	S	M	T	W	T	F	S	September: 3-Labor Day 4-Teacher Workshop 5-Staff Inservice All Staff Report 6-First Day of School for Students 17,18-Rosh Hashanah 26-Yom Kippur	February: 15-Staff/Students School Day 18-Teacher Workshop 22-Staff/Students School Day <div style="border: 1px solid black; padding: 5px; text-align: center;">February 5, 6, 7, 8 Mid Term Half Days HIGH SCHOOL STUDENTS</div>												
						1						1	2														
2	X	X	X		6	7	8	3	4	5	6	7	8	9													
9	10	11	12	13	14	15	10	11	12	13	14	15	16														
16	X	X	X	19	20	21	22	17	X	X	19	20	21	22	23												
23	24	25	X	27	28	29	25	26	27	28																	
30																											
OCTOBER 2012							MARCH 2013																				
S	M	T	W	T	F	S	S	M	T	W	T	F	S	October: 8-Columbus Day Observance/ In-Service for Staff <div style="border: 1px solid black; padding: 5px; text-align: center;">29, 30, 31 Storm Days School Closed</div>	March: 25-29 Spring Recess												
	1	2	3	4	5	6						1	2														
7	X	9	10	11	12	13	3	4	5	6	7	8	9														
14	15	16	17	18	19	20	10	11	12	13	14	15	16														
21	22	23	24	25	26	27	17	18	19	20	21	22	23														
28	29	30	31				24	X	X	X	X	X	30														
							31																				
NOVEMBER 2012							APRIL 2013																				
S	M	T	W	T	F	S	S	M	T	W	T	F	S	November: 8, 9 NJEA Convention Veteran's Day Observance 21-Half Day Students/Staff 22,23-Thanksgiving <div style="border: 1px solid black; padding: 5px; text-align: center;">1, 2, 5, 6, 7 Storm Days School Closed</div>	April: 1-Staff/Students School Day												
				1	2	3		1	2	3	4	5	6														
4	5	6	7	X	9	10	7	8	9	10	11	12	13														
11	12	13	14	15	16	17	14	15	16	17	18	19	20														
18	19	20	X	X	X	24	21	22	23	24	25	26	27														
25	26	27	28	29	30		28	29	30																		
DECEMBER 2012							MAY 2013																				
S	M	T	W	T	F	S	S	M	T	W	T	F	S	December: 21-Half Day Students/Staff 24-31 Winter Recess	May: 27-Memorial Day 28-Teacher Workshop												
						1				1	2	3	4														
2	3	4	5	6	7	8	5	6	7	8	9	10	11														
9	10	11	12	13	14	15	12	13	14	15	16	17	18														
16	17	18	19	20	21	22	19	20	21	22	23	24	25														
23	X	X	X	X	X	29	26	X	X	29	30	31															
30	X																										
JANUARY 2013							JUNE 2013																				
S	M	T	W	T	F	S	S	M	T	W	T	F	S	January: 1-New Years Day 21-Staff/Students School Day <div style="border: 1px solid black; padding: 5px; text-align: center;">January 25, 28, 29, 30 FULL DAY ALL STUDENTS</div>	June: <div style="border: 1px solid black; padding: 5px; text-align: center;">June 14 - Half Day Students/Teachers HIGH SCHOOL ONLY</div> 26, 27 Half Day of School 27-Tentative Last Day of School												
		X	2	3	4	5							1														
6	7	8	9	10	11	12	2	3	4	5	6	7	8														
13	14	15	16	17	18	19	9	10	11	12	13	14	15														
20	21	22	23	24	25	26	16	17	18	19	20	21	22														
27	28	29	30	31			23	24	25	X	X	28	29														
							30																				

X = Students Off
/ = 1/2 Day All Students/Staff
□ = 1/2 Day High School Students Only

Marking Periods (# of Days)
1st 09/06/12 - 11/28/12 (44 days)
2nd 11/29/12 - 02/08/13 (45 days)
3rd 02/09/13 - 04/22/13 (45 days)
4th 04/23/13 - 06/27/13 (46 days)

Note: 09/5/12 First Day for Instructional
Non-Instructional Assistants
Office Assistants

PARENT CONFERENCES - FOUR HOUR SESSION

10/17/12	6-12	(Afternoon Grades 6-8) (Evenings Grades 9-12)
10/18/12	6-12	(Afternoon Grades 9-12) (Evening Grades 6-8)
12/05/12	PreK-5	(Evening CL, RD, ST) (Afternoon LR, CP)
12/06/12	PreK-5	(Evening LR, CP) (Afternoon CL, RD, ST)
03/06/13	PreK-5	(Evening LR, CP) (Afternoon CL, RD, ST)
03/07/13	PreK-5	(Evening CL, RD, ST) (Afternoon LR, CP)
03/13/13	6-12	(Afternoon Grades 9-12) (Evening Grades 6-8)
03/14/13	6-12	(Afternoon Grades 6-8) (Evening Grades 9-12)

Note: Emergency days built into the original calendar have been used to make up 4 of the 8 days lost due to Hurricane Sandy in October-November. Four other days were added to the calendar to provide the mandatory 180 days of school: January 21, February 15 and 22, and April 1.

Staff must make vacation and personal plans with the understanding that the revised schedule will be implemented as needed based upon whether there are other emergencies, and that the Board will not grant personal leave, 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 physician's verification.

MATAWAN - ABERDEEN SCHOOL DISTRICT PUPIL TRANSPORTATION ROUTES BID

Tuesday, November 20, 2012

685 Lloyd Road				687 Bright Beginnings			688 New Horizons, Dayton		
Contractor	Per Diem	Mileage	Aide	Per Diem	Mileage	Aide	Per Diem	Mileage	
Keyport Auto	No Bid			\$ 199.00	\$ 1.25	\$ 45.00	No Bid		
689 Center for Vocational Rehab									
Contractor	Per Diem	Mileage							
Keyport Auto	No Bid								