

MISSION STATEMENT

We are committed to achieving the New Jersey Core Curriculum Content Standards at all grade levels and providing a safe and supportive environment where educators inspire, empower, and encourage students to excel.

VISION STATEMENT

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

WORKSHOP MEETING on **January 10, 2011**, Administration Building, One Crest Way, Aberdeen, New Jersey.

I. CALL TO ORDER

Board President Mr. Kenny called the Committee of the Whole Workshop Meeting to order at 7:18 PM.

II. PLEDGE OF ALLEGIENCE

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 at its annual Organization Meeting adopted a schedule of the year’s regular meetings and said schedule was posted publicly, sent to our official newspaper, the Municipal Clerks of the Borough of Matawan and the Township of Aberdeen, and the Aberdeen-Matawan Joint Free Public Library, within seven days following the Organization Meeting.”

he

IV. ROLL CALL

Present: **Mr. Kenny, Dr. Delaney, Ms. Esposito, Mr. Evangelista, Ms. Demarest,**
Absent: **Ms. Hayward, Mr. Ruprecht, Mr. Donaghue**
Also Present: **Dr. O’Malley, Ms. Deluca, Ms. Irons**

Mr. Kenny noted that this is the Committee Meeting which is less formal than the Action Meeting. Thanked everyone for their patience.

V. PUBLIC COMMENTS RELATING TO BOARD AGENDA ITEMS

Ms. Nappi, Lloyd Road,

- Asked what service Snelling Staffing Services provide. Dr. O'Malley stated they provide a person in the Business Office.
- What population does the midday tutorial serve? Dr. O'Malley answered it targets students who performed below proficiency as indicated by the NWEA results. Ms. Nappi inquired if this was funded with Title I funds. Dr. O'Malley stated that they utilize local funds.
- Questioned the Hall Monitor position at the High School.

VI. PROGRAM

Motion by _____, seconded by _____.

Dr. O'Malley reviewed the Program agenda.

- Travel for three employees. The first three is for the Literacy Coach, while the other two are for the Director of Technology and Information System Manager to attend the Techspo in Atlantic City.
- Under special services there is change in placement for one student, while the other is a placement for a student that moved into the District.

After meeting as The Committee of the Whole with the Superintendent, the Board approves the following items:

A. TRAVEL

1. Pursuant to travel policy#4033, the following staff 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. **(PROGRAM ATTACHMENT #1)**

POLICY: 4033 Travel/Reimbursable Expenses

RATIONALE: Required estimates to abide by law and policy. All amounts are not to exceed.

B. OTHER

C. SPECIAL SERVICES

1. Students to attend out of district placements for the 2010 – 2011 School Year

STUDENT	AGE	CLASS	SCHOOL	REASON	COST	EFF DATE
100-08	13.5	Specific Learning Disabled	CPC High Point	Change in Placement	\$38,834.64	01/03/2011-06/30/2011
0709-001	16.4	Multiply Disabled	Greenbrook Academy	Move In	\$38,170.80	01/4/2011-06/30/2011

VII. PERSONNEL

The Superintendent recommends:

Ms. Deluca reviewed the Personnel agenda.

- There was one resignation and several leave of absences, one for medical reasons and the rest are maternity leaves. The last two are amended dates.
- Under appointments, there is the replacement of a full time hall monitor who is a retired physical education teacher. Also, there will be an Occupational Therapist approved at the next meeting.
- A physical therapist is required for a student per their IEP.
- Several Home Instructions. They are for medical reasons and suspensions.
- Three college student observers. Two individuals are studying international education and wanted to observe in the United States.
- One salary adjustment for Ms. Mescal who earned her Master’s degree and provided the proper paperwork to the District.
- The extra curricular items are for a choreographer and mid day tutorials.

MOTION BY: _____ **SECONDED BY:** _____

A. RESIGNATIONS/RETIREMENTS

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

NAME	LOC	POSITION	REASON	EFF. DATE
ZILG, KAREN	MA	Choreographer Spring Musical Extra Curricular Position	Personal	12/20/10 (Retroactive)

B. LEAVES 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
LOEB, PAUL	MA	Teacher of Physical Education	FMLA	Without Pay	1/3/11 – 2/17/11 (Retroactive)
BARS, JENNIFER	ST	Elementary School Teacher Grade 1	Maternity Leave Disability Phase	With Pay	2/15/11 – 5/27/11
			FMLA	Without Pay	5/31/11 – 6/22/11
DI GIOVANNI, DONNA	CL	Elementary School Teacher Grade 2	Maternity Leave Disability Phase	With Pay	4/26/11 – 5/16/11
			FMLA	Without Pay	5/17/11 – 6/22/11
MAROLDO, SHANNON	HS	Language Arts Teacher	Maternity Leave Disability Phase	With Pay	3/21/11 – 5/20/11
			FMLA	Without Pay	5/20/11 – 10/21/11 Previously approved 12/20/10 Amended Dates
RITCHIE, AMY	CL	Speech Therapist	Maternity Leave Disability Phase	With Pay	9/20/10 – 3/4/11
			FMLA	Without Pay	3/7/11 – 5/6/11 Previously approved 9/27/10 Amended Dates

C. APPOINTMENTS

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

NAME	SCH	POSITION	No. Demo Lesson	STEP	SALARY/ STIPEND	# INT	REPLACE REASON	EFF. DATE
HARRIS, DARRYL	HS	Hallway Safety & Security Monitor	N/A	Step-01	(*) 16,250.00 (Prorated)	TBD	Tillman (Resignation)	1/25/11 – 6/30/11

NAME	SCH	POSITION	No. Demo Lesson	STEP	SALARY/ STIPEND	# INT	REPLACE REASON	EFF. DATE
TBD	CO	Occupational Therapist	N/A	TBD	(*) TBD (Prorated)	TBD	New Position	1/25/11 – 6/30/11

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

RATIONALE: Additional case loads & IEP requirements
 (*) 2009/2010 Salary Guide – Pending MRTA Negotiations

1. SNELLING STAFFING SERVICES

NAME	ACTIVITY	SALARY	EFFECTIVE
PYSNIAK, DONNA	Snelling Staffing Services	\$37,000.00	2/1/11 – 6/30/11 Previously approved until 1/31/11 (Amended Dates)

2. PHYSICAL THERAPIST

NAME	ACTIVITY	SALARY	EFFECTIVE
STEINHAUSER, DANIEL	Physical Therapist	\$75.00/Hour 1 Day/Week 30 Minutes \$750.00 Total	1/24/11 – 6/22/11

RATIONALE: Required in IEP for Student #155105
 COST: \$750.00
 ACCOUNT: 11-150-100-101-03-0000-1

3. HOME INSTRUCTORS

I.D.	SUBJECT/ CLASS	LOC	CLASSROOM TEACHER	HOME INSTRUCTION TEACHER FOR APPROVAL	HOURS PER WEEK	NO. OF DAYS	TOTAL NO. OF HOURS PER SUBJECT/ CLASS	EFFECTIVE DATES
121010	US History 2	HS	Walter, Cathleen	Carnovsky, Robert	N/A	9 Days	2 Hours	12/17/10 – 1/6/11 (Retroactive)
121010	English 3	HS	Castelli, Courtney	Segui, Jessica	N/A	9 Days	2 Hours	12/17/10 – 1/6/11 (Retroactive)
124076	Lab Physics	HS	Schneider, Roger	Schneider, Roger	2 Hours	25 Days	10 Hours	11/22/10 – 1/5/11

I.D.	SUBJECT/ CLASS	LOC	CLASSROOM TEACHER	HOME INSTRUCTION TEACHER FOR APPROVAL	HOURS PER WEEK	NO. OF DAYS	TOTAL NO. OF HOURS PER SUBJECT/ CLASS	EFFECTIVE DATES
								(Retroactive)
124076	US History 2	HS	Walter, Cathleen	Carnovsky, Robert	2 Hours	25 Days	10 Hours	11/22/10 – 1/5/11 (Retroactive)
124076	Algebra 2	HS	Colburn, Kendra	Butler, Jacqueline	2 Hours	25 Days	10 Hours	11/22/10 – 1/5/11 (Retroactive)
124076	English 3	HS	Malave, Robert	Segui, Jessica	2 Hours	25 Days	10 Hours	11/22/10 – 1/5/11 (Retroactive)
111046	Algebra 2	HS	Wynes, Nichole	Wynes, Nichole	1 Hour	10 Days	2 Hours	12/10/10 – 12/23/10 (Retroactive)
111046	English 4	HS	Segui, Jessica	Segui, Jessica	1 Hour	10 Days	2 Hours	12/10/10 – 12/23/10 (Retroactive)
143031	Lab Biology	HS	Tomaseilo, Louise	Milan, Gregory	2 Hours	18 Days	8 Hours	12/8/10 – 1/10/11 (Retroactive)
143031	Algebra 1	HS	Saeed, Zebunnisa	Saeed, Zebunnisa	2 Hours	18 Days	8 Hours	12/8/10 – 1/10/11 (Retroactive)
143031	English 1	HS	Pisani, Laura	Segui, Jessica	2 Hours	18 Days	8 Hours	12/8/10 – 1/10/11 (Retroactive)
143031	World Cultures	HS	Marsh, Charles	Carnovsky, Robert	2 Hours	18 Days	8 Hours	12/8/10 – 1/10/11 (Retroactive)
143025	Lab Biology	HS	Turley, Rosemary	Milan, Gregory	N/A	5 Days	1 Hour	12/17/10 – 12/23/10 (Retroactive)
143025	English 1	HS	Pisani, Laura	Segui, Jessica	N/A	5 Days	1 Hour	12/17/10 – 12/23/10 (Retroactive)
143025	Algebra 1	HS	Provines, Effie	Stetz, Diane	N/A	5 Days	1 Hour	12/17/10 – 12/23/10 (Retroactive)
143025	World Cultures	HS	Marsh, Charles	Carnovsky, Robert	N/A	5 Days	1 Hour	12/17/10 – 12/23/10 (Retroactive)
132086	English 2 Honors	HS	Pisani, Laura	Segui, Jessica	*	*	10 Hours	* As needed

I.D.	SUBJECT/ CLASS	LOC	CLASSROOM TEACHER	HOME INSTRUCTION TEACHER FOR APPROVAL	HOURS PER WEEK	NO. OF DAYS	TOTAL NO. OF HOURS PER SUBJECT/ CLASS	EFFECTIVE DATES
132086	US History 1 Honors	HS	Moller, Robert	Kaiser, Heather	*	*	10 Hours	* As needed
132086	Algebra 2 Honors	HS	Geran, John	Butler, Jacqueline	*	*	10 Hours	* As needed
132086	Lab Chemistry Honors	HS	Pross, Kerry	Schneider, Roger	*	*	10 Hours	* As needed

RATIONALE: Home Instruction required for Student

COST: \$35.00/Hour

ACCOUNT: # 11-150-100-101-03-0000-1

(*) One hour per subject for every two consecutive absences per 504

4. COLLEGE STUDENT OBSERVER(s)

NAME	COLLEGE	COOPERATING TEACHER ADMINISTRATOR	SCHOOL/AREA
WATERHOUSE, EMMA	Nottingham Trent University U.K.	PAT O'KEEFE	LR – Elementary School STUDENT OBSERVER March 7 – 26, 2011 60 Hours Spring 2011
TILSEN, NICOLA	Nottingham Trent University, U.K.	PAT O'KEEFE	LR – Elementary School STUDENT OBSERVER March 7 – 26, 2011 60 Hours Spring 2011
ORFANITOPOULOS, DENA	Monmouth University	THERESA ZIMMER	LR – Elementary Special Education STUDENT OBSERVER January 18 – April 29, 2011 Spring 2011

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

COST: None

EFFECTIVE DATE: 2010/2011 School year

5. SALARY ADJUSTMENTS - MRTA

	NAME	LOC	FROM	TO	INSTITUTION
1	MESCAL, DEBRA	MA	C-08 \$47,490.00 BA	E-08 \$54,670. 00 MA	Walden University

RATIONALE: Additional College Credits/Degrees Earned
 COST: Per MRTA 2009/2010 Salary Guide – (Pending Negotiations)
 ACCOUNT: Contractual Salaries
 EFFECTIVE DATE: 2/1/11

6. EXTRA CURRICULAR/HOURLY ACTIVITIES

NAME	School	ACTIVITY	POSITION	STIPEND	EFFECTIVE DATE
QUIENZELL BUNCH	MA	Theatre Arts Spring Musical	Choreographer	\$2,700.00	1/25/11 – 6/30/11
HOURLY					
LAZUR, MARGARET	LR	Tutorial Program (Mid Day)	Instructor	\$35.00/Hour	1/25/11 – 6/30/11
WINTHER, MARGARET	LR	Tutorial Program (Mid Day)	Instructor	\$35.00/Hour	1/25/11 – 6/30/11

COST: Per MRTA 2009/2010 Salary Guide – Pending Negotiations
 EFFECTIVE: 9/1/10 – 6/30/11

VIII. FINANCE

After meeting as The Committee of the Whole with the Superintendent, the Board approves the following items:

A. **BUSINESS OPERATIONS**

- Bills List for January, 2011.** (Available for review in Board Secretary’s Office)
POLICY: 3326 Payment for Goods and Services

December 2010, Payroll		3,056,765.43
January 2011, Bills List		
TOTAL:	\$	

- Transfer of Funds for December, 2010.** (Available for review in Board Secretary’s Office)
POLICY: 3160 Transfer of Funds Between Line Items/Amendments/Purchases Not Budgeted

WHEREAS NJAC 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 NJAC 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 December, 2010)** which is in agreement with the Board Secretary’s Report. (Available for review in Board Secretary’s Office)
POLICY: 3571 Financial Reports

4. **The Board Secretary’s Financial Report for the month of December, 2010** as follows.
(Available for review in Board Secretary’s Office)
POLICY: 3571 Financial Reports

The Board of Education hereby accepts the Board Secretary’s Financial Report for the month of **December, 2010**, 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 **December 31, 2010**; 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. **Award of ADA Chairlift at Cliffwood School**

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (the “Board”) solicited bid proposals to secure ADA upgrades within the District (hereinafter “the Work”); and

WHEREAS, on December 23, 2010, bid proposals were received and publicly read; and

WHEREAS, the Board has determined that the lowest responsive and responsible bidder for the work is Everett H. Thorne & Company, Inc. of Howell, NJ. The work consists of a chairlift at the Cliffwood School. The contract award will be for \$31,668.00; and

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

6. **Approve Change Order Number 2 for the ADA Hardware Upgrades at the High School**

To provide and install additional door and hardware at the high school. Work to occur at the following locations; Door 116 (single), Door 118 (single), Door 121 (double), Door 123 (double), Door 124 (double), door 412 (single) and door 614 (lockset only). The cost

of this work will be a total of \$11,100.00 of which \$8,000.00 will be from the allowance within the bid and \$3,100.00 will be from account number 12-000-400-450-12-0000-0.

Ms. Irons reviewed the Finance agenda:

- The financial reports will be available for Board approval at the Action meeting.
- Award of the ADA Chairlift bid at Cliffwood School. The funds to pay for the project are in the budget and the work will be completed over spring break.
- Item #6 is approval a change order for the ADA work at the High School. Several doors are in severe need of new hardware. There's a 5% contingency within the bid, \$8,000, which will fund the additional work through fund 12.

IX. PUBLIC COMMENTS RELATING TO ADDITIONAL CONCERNS:

Various Aberdeen and Matawan residents made comments, expressed concern, and/or raised questions regarding the following items included in the agenda.

- There were no comments or questions from the public.

X. OLD BUSINESS

Mr. Kenny recognized Ms. Irons. He wanted public recognition for her dedication to the District. Credited Ms. Irons for the fiscal responsibility of the District. There have been many successes with the District that she has been apart of, including a 0% tax levy. She has also firmed up the next year's budget. Appreciates her dedication and professionalism.

XI. NEW BUSINESS

- There was no new business from the Board.

XII. EXECUTIVE SESSION SUPERINTENDENT CONTRACT

A motion by Dr. Delaney, seconded by Ms. Esposito for the Board to go into Executive Session for Superintendent Contract.

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN
	5		3	
			Donaghue, Ruprecht, Hayward	

The Board adjourned the public portion of the meeting at **7:30 PM.**

The Board entered into Executive Session for Superintendent Contract at **7:45 PM.**

The Board adjourned the Executive Session at **8:29 PM.**

The Board reconvened the public portion of the meeting at **8:30 PM.**

XIII. ADJOURNMENT

A motion by Mr. Evangelista, seconded by Dr. Delaney.

RECOMMEND: That the meeting be adjourned. The public portion of the Workshop meeting adjourned at **8:31 PM.**

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN
	5		3	
			Donaghue, Ruprecht, Hayward	

Respectfully submitted,

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

APPROVED STAFF TRAVEL 2010-2011
1/24/11

NAME	BUILD	DATES	LOCATION	TITLE	REGIS. FEE	MILEAGE MAX	TOLLS- PARK	LODGING	MEALS	TOTAL	SUB YES/NO
Colao, Raquel	CO	02/08/11	Ramada Inn, East Hanover, NJ	Using Learning Centers to Differentiate Classroom Instruction	\$199.00	\$25.17	X	X	X	\$224.17	NO
Colao, Raquel	CO	03/01/11	Radisson Hotel, Piscataway, NJ	Advanced Guided Reading Strategies to Maximize Student Achievement (Grades 3-6)	\$199.00	\$13.08	X	X	X	\$212.08	NO
Colao, Raquel	CO	03/09/11	Radisson Hotel, Piscataway, NJ	Keep All Your Students Engaged in Reading Activities While You Work With Small Groups (Grades K-3)	\$215.00	\$13.08	X	X	X	\$228.08	NO
Dugal, Kevin	CO	01/27/11 - 01/28/11	Bally's Hotel, Atlantic City, NJ	NJASA Techspo 2011	\$349.00	\$113.46	X	X	X	\$462.46	NO
Falley, Greg	CO	01/27/11 - 01/28/11	Bally's Hotel, Atlantic City, NJ	NJASA Techspo 2011	\$349.00	\$113.46	X	X	X	\$462.46	NO
TOTAL										\$1,589.25	
Travel to be paid under No Child Left Behind Grant Account # 20-265-200-320-00-0000-1											
* REQUIRED ESTIMATES TO ABIDE BY LAW AND POLICY. ALL AMOUNTS ARE NOT TO EXCEED.											