

**MISSION STATEMENT**

To provide every child with the highest quality of instruction, curricula, and services; to treat every child with respect and dignity; to give every child the opportunity to learn and mature, to acquire a thirst for knowledge, to experience the satisfaction of accomplishment, and to anticipate becoming a productive member of a democratic society.

**VISION STATEMENT**

Upon leaving the Matawan-Aberdeen Regional School District, all children will credit us with having given them what they need educationally to help them succeed in life in the pursuit of their own goals.

**WORKSHOP MEETING** on October 12, 2009, 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 7:04 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.”

**IV. ROLL CALL**

Present:           **Mr. Kenny, Dr. Gambino, Ms. Hayward, Dr. Delaney, Mr. Ruprecht,  
Mr. Warren, Mr. O’Connell, Ms. Rubino, Mr. Donaghue**

Absent:

Also Present:   **Dr. O’Malley, Mr. Glastein, Ms. Irons**

## V. BOARD PRESIDENT'S REPORT

### - Mission & Vision Committee:

Mr. Kenny opened the floor to the Board for any comments regarding the Mission and Vision statements.

- Mr. Kenny stated the Board has come to a point where they need to come together and finalize all the good work done to date by the public and subcommittee. The Board should either continue to develop the statements or ask the subcommittee to finalize the statements and present them to the Board as an agenda item for a basic yes or no vote. He would like to see the Board discuss the language of the statements prior to a vote.
- Mr. Ruprecht stated that the committee has narrowed the vision and mission statements down to a couple of options. The process of selecting them was open to everyone. Recommends having a formal presentation to the Board, not unlike tonight's district goals. The Board has to be involved and then move forward.
- Mr. Warren would like to submit an alternative mission statement to the subcommittee.

There was a discussion among the Board on how the statements should be presented to the Board. There were two options. Either the subcommittee would present the Board with the different statements and select the one they want or the Board can view the language of each statement and modify them to create the one they want.

Some members of the Board felt since the public was involved and put the time and effort into creating the statements that the Board should choose from the options presented to them by the subcommittee.

### - Policies:

A discussion took place among Board members on the best way to proceed with discussing and adopting the District's policies. Dr. Delaney presented the Board with the policies necessary for QSAC.

Several options were discussed as listed below:

- Break into subgroups and set aside any policies where there may be problems with the language.
- Since the process is time consuming, the Board may have a special meeting to review the policies.
- Each Board member should review the policies on their own and segregate the ones they have problems with.
- Roll out different series of Policies to review at each Committee meeting.
- Have Strauss Esmay pull all the Policies that have options so the Board can discuss them.

The Board also discussed several other matters regarding Policies as follows:

- The availability to review the policies online, through a server.
- The possibility of reviewing past minutes to see if and when Policies were amended.
- District Policies are aligned with current laws and regulations

There were two other Policies Mr. Kenny deemed important for discussion:

- The Board should develop a Policy dealing with speeches by public figures, especially if they are deemed controversial. Should the decision to show them or not show them reside with the CSA or should the Board consulted. This could be done on a case by case basis. Several Board members were disappointed that students did not get to see President Obama's speech in real time.
- A Policy involving the conduct of an employee and whether an employee could request an executive session with the Board to present their case if disciplinary action was taken against them. A Board Policy should be memorialized which details under what situations an employee may request an executive session. Should the Policy be extended to Non-Union employees also?

## **VI. COMMENTS & QUESTIONS FROM PUBLIC RELATING TO BOARD AGENDA ITEMS**

**Various Aberdeen and Matawan residents made comments, expressed concern, and/or raised questions regarding the following items included in the agenda to which Mr. Kenny responded.**

**Mr. Pedell, 87 Onyx place.**

- When will the agenda for the next meeting be posted? Mr. Kenny stated the agenda is posted on the District's website the Friday before the meeting.
- Congratulated the Board for not showing President Obama's speech in real time since it was not reviewed by a teacher prior to showing it to the students.

**Mr. Ken Aitken, 65 Juniper Place.**

- Does not believe there is a need for a policy regarding speeches. The speeches shown should be age appropriate and presented to students in their Social Studies classes as part of a lesson or instruction plan. Policies are created to guide administration.

## **VII. FACILITIES/FINANCE/TRANSPORTATION**

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

Ms. Irons and Mr. Galvao reviewed the Facilities portion of the agenda:

Item #1 was the Lloyd Road Ground Water Case:

- Mr. Galvao reviewed the history of this case. It involved some low level ground water contamination. Mr. Galvao and the engineer recommended that the District test every two years and have chemicals naturally break down the contamination.

Item #2 is the closeout of the old arsenic case at Lloyd Road:

- No further action is necessary.

Item #3 is the inspection of several storm sewer lines at the High School turf field:

- Sink holes are developing near the 50 yard lines on the home and away sides. It is the opinion of the engineer and contractor that the solution is to dig up those areas and review the condition of the catch basin drains to see if any prior work was done improperly or see if it's something that was not covered under the original contract. The drainage pipe was inspected to give an idea of the condition of the catch basin. The cost for the excavation of the catch basins will be roughly \$6,200. Ms. Irons stated at that time a determination will be made on how to proceed with any other repairs.

There were several comments and questions from the Board regarding the turf field issue:

- A catch basin is a 3 foot by 3 foot square with a varying depth cut into the ground. The principal drain line runs out to the creek.
- Concrete runs perpendicular to the 50 yard line and is 7 to 10 feet beneath the surface.
- The turf field is the only thing that can be physically seen. The drain can be seen at the edge of the track.
- Pictures of the work being done and what is discovered should be utilized to document the problems at hand. These can be used by the Board to determine what action is to be taken.
- The total cost to fix the problem could be approximately \$10,000.
- The excavation process could affect the sporting events scheduled to take place. It will take about 3 to 5 days to complete the work.

Item #4 is the funding of the School Facilities Projects:

- The current economic times does not make the timing good to do a referendum to perform major projects on buildings within the District.
- The use of the Capital Reserve funds is the logical way to go to do the projects at Cliffwood, the Middle School and High School.
- The State will provide 40% of the funding for the projects. However, all 3 projects have to be done. The State has already approved the projects. The approximate cost to the District will be \$1 Million.

There were several comments and questions from the Board:

- A High efficiency boiler should be purchased for Cliffwood School. The architect will be asked for estimates.

- The District may not be able to fund these types of projects again next year because the money in Capital Reserve will be around \$200,000.
- The ADA projects and the boiler are vital repairs that will not jeopardize the financial situation of the District. The District can hold off on performing some of the projects but the funding from the State will have to be requested again.
- ADA compliance is not a luxury, it is a necessity. Upgrades need to be made at the High School and Middle School. Mr. Galvao stated the wheel chair ramp at the High School does not meet ADA standards.
- The cost of a referendum would be at least \$20,000. The bonding attorney would cost between \$15,000 and \$20,000. The cost for the election would be an additional fee.
- The roof at the Cambridge Park School is in very bad shape. It does not have any pitch and also needs to be replaced.
- The boiler at Cliffwood needs to be replaced.
- All projects need to be completed within 5 years.

Ms. Irons reviewed the Finance Agenda:

- Routine travel for some employees.
- The annual 3 year maintenance plan of the District.
- Items 8 through 11 deal with the ARRA funds the District is receiving. These are stimulus funds which will be expended over two years.
- Items 10 and 11 are the ESF and GSF ARRA funds. Governor Corzine took away \$1.7 Million in State funds and replaced them with Federal funds. These funds will be used towards RTI Program salaries. These funds must be utilized to create or retain positions. If President Obama does not fulfill the stimulus funds going forward the District could have a \$1.7 Million shortfall in revenue.

The Board had a couple of comments and questions:

- The new positions created with the stimulus funds do not guarantee RTI teachers will be around in two years.
- The Board was originally told years back that the cost would be around \$700,000. The Board was never told how many teachers would be involved. If the District lost this funding the teachers listed would not be let go, it would be teachers with lower salaries and less experience.

**A. BUSINESS OPERATIONS**

1. **Bills List for OCTOBER, 2009.** (Available for review in Board Secretary’s Office)  
*POLICY: 3326 Payment for Goods and Services*

October, 2009, Hand Checks	\$	0
September, 2009, Payroll		3,356,357.87
October, 2009, Bills List		
<b>TOTAL:</b>	\$	

2. **Transfer of Funds for September, 2009.** (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 **September, 2009**) 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 September, 2009** 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 **September, 2009**, 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 **September 30, 2009**; 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. Routine Business Travel 2009-2010**

Policy: 4033 Travel/Reimbursable Expenses

Pursuant to Travel policy #4033, the following staff is approved for travel related to routine business for the 2009-2010 school year:

<u>Name</u>	<u>Position</u>	<u>Year Total</u>
Jennifer Petillo	LDTC RD,CI,CP	650.00
Tovah Singer	LDTC LR, ST	650.00
Micah Burge	Psychologist	650.00
Angela Monaco	Travel to county meetings	200.00
Larisa DiLiberti		150.00
Debra McGrath		150.00

**6. Acceptance of 2008-2009 CAFR**

To accept the 2008-2009 Comprehensive Annual Financial Report (CAFR) as reported by Robert A. Hulsart & Company and the Corrective Action Plan (CAFR).

**7. COMPREHENSIVE MAINTENANCE PLAN SUBMISSION ATTACHMENT 1**

Approve the following resolution for the submission of the Three-Year Comprehensive Maintenance Plan.

Whereas, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities, and

Whereas, the required maintenance activities as listed in the attached document for the various school facilities of the Matawan-Aberdeen Regional School District are consistent with these requirements, and

Whereas, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,

Now Therefore Be It Resolved, that the Matawan-Aberdeen Regional School District hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for the Matawan-Aberdeen Regional School District in compliance with Department of Education requirements.

**RATIONALE:** To comply with Department of Education requirements for the yearly QAAR Report.

**EFFECTIVE DATE:** November 15, 2009

**8. Approve the salary allocation for the Title I American Recovery & Reinvestment funds 2009-2011**

<u>Account Number</u>	<u>Name</u>	<u>Position</u>	<u>Salary</u>
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Location



20-451-100-101 Raquel Cola Elementary Teacher 53,500 09-10 school year  
 District  
 Reading/Writing Coach 53,500 10-11 school year

9. **Approve the salary allocation for the Special Education Grant Basic Funds American Recovery & Reinvestment funds 2009-2011**

<u>Account Number</u>	<u>Name</u>	<u>Position</u>	<u>Salary</u>
20-454-100-101	Shannon Polakowski	In class resource	50,000 09-10 school year
		room teacher	50,000 10-11 school year

10. **Approve the salary allocation for the Fund 16 – “ARRA – ESF” (Education Stabilization Fund) 2009-2010 school year Attachment 2**

11. **Approve the salary allocation for the Fund 17 – “ARRA - GSF” (Government Services Fund) 2009-2010 school year Attachment 2**

**B. TRANSPORTATION**

Transportation Route Renewals, Bid Routes, Negotiated Routes, and Jointures; Contract Award for Vehicle bid

POLICY: 3541.1 Transportation Routes and Services

a. **Jointure Routes for the 2009-2010 School Year.**

RTE.#	DESTINATION(S)	HOST	JOINER	# OF DAYS	JOINER PER DIEM	EFF. DATE	COST
8074	Search Day	MOESC	MARSD 1 Student	180	\$148.24 w/aide	9/1/09- 6/30/10	\$26,683.20
9120	Marlboro Early Learning Center	MOESC	MARSD 1 Student	178	\$60.17 w/aide	9/1/09- 6/30/10	\$10,710.26
J009	CBA/RBC	MOESC	MARSD 3 Students	180	\$13.88	9/1/09- 6/30/10	\$2,498.43
SM3	St. Mary’s, New Monmouth	MOESC	MARSD 5 Students	180	\$17.41	9/1/09- 6/30/10	\$3,133.40
						<b>TOTAL</b>	<b>\$43,025.29</b>

**VIII. PERSONNEL**

**The Superintendent recommends:**

Mr. Glastein reviewed the Personnel agenda:

The Board had several comments and questions:

- The accounting position will be filled at the Action Meeting.
- Home Instruction can include Labs. The Labs are not exactly the same due to the student’s medical condition or circumstances.
- Collaboration between teachers occurs when the RTI teacher meets with the student’s regular teacher to discuss how the student is doing in the classroom.
- The cost for the Collaborations cost \$20,000 last year.
- The Directors will provide the names of teachers for the ESL curriculum writing based on recommendations from Mr. Spells.
- Ms. Kim Rogers will be teaching underperforming and high performing students. Dr. O’Malley wants the best teachers in both settings.

**A. RESIGNATIONS/RETIREMENTS**

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

NAME	LOC	POSITION	REASON	DATE EMP.	EFF. DATE
ROSSI, KATHLEEN	CL	Instructional Assistant/Special Education Resource Room Pre-School Handicapped - P/T	Resignation	9/1/07	10/2/09 (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
WALKER, MARTINE	CL	Elementary Teacher	FMLA	Without	11/9/2009 – 12/3/2009 (Amended Dates) Previously approved 9/28/09 – 12/3/09
Mc INERNEY, NANCY	MA	Teacher of Social Studies	Personal	Without	1/21/2010 – 1/22/2010
PUTNAM, DENISE	RD	Instructional Assistant – Personal Shared CI Class	Maternity Disability Phase  FMLA	With  Without	11/16/2009 – 2/4/2010  2/5/09 – 5/6/10
YOUNG, PAUL	CO	Custodian	Medical	Without	10/1/09 – 10/2/09 (Retroactive)

**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	No. Demo Lesson	STEP	SALARY/ STIPEND	# INT	REPLACE REASON	EFF. DATE
MADDALENA, FRANCESCA	RD	Instructional Assistant Kindergarten P/T	N/A	TBD	TBD	9	DONAGHUE (Transfer)	10/27/09 – 6/30/10
TBD	CO	Accountant	N/A	N/A	TBD	TBD	ALPERN (Resignation)	10/27/09 – 6/30/10
TBD	CL	Instructional Assistant/Special Education Resource Room Pre-School Handicapped – P/T	N/A	TBD	TBD	TBD	ROSSI (Resignation)	10/27/09 – 6/30/10
TBD	RD	Instructional Assistant Personal – Full Time	N/A	TBD	TBD	TBD	NEW (Enrollment)	10/27/09 – 6/30/10

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

**2. SUBSTITUTES**

<b>CUSTODIANS</b>	<b>ACCOUNT: 11-XXX-262-116-12-XXXX-9</b>
<b>BUS DRIVERS</b>	<b>ACCOUNT: 11-000-270-160-05-000-9</b>
<b>TRANSPORTATION ASSISTANTS</b>	<b>ACCOUNT: 11-000-270-160-05-000-9</b>
<b>CHARTWELL</b>	<b>ACCOUNT: 11-XXX-262-101-10-XXXX-1</b>

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

**3. SALARY ADJUSTMENTS - MRTA**

	NAME	LOC	FROM	TO 2009/2010 GUIDE	INSTITUTION
1	JONES, SETH	HS	C-6 \$46,150.00 BA	E-6 \$53,330.00 MA	NORTHWESTERN UNIVERSITY

RATIONALE: Additional College Credits/Degrees Earned  
 COST: Per MRTA Salary Guide  
 ACCOUNT: Contractual Salaries  
 EFFECTIVE DATE: 9/1/09 (Retroactive) 2009/2010 School year

4. **VOLUNTEER - ACTIVITIES**

NAME	ACTIVITY

EFFECTIVE DATE: 2009/2010 School year

5. **VOLUNTEERS – READING CLUB (RAVINE DRIVE ELEMENTARY SCHOOL)**

	NAME	ACTIVITY
1	WARSHAUER, SPENCER	KEY CLUB (Reading)
2	KRUZIK, GABRIELLO	KEY CLUB (Reading)
3	UM, SERGIO	KEY CLUB (Reading)
4	AMORINO, JESSICA	KEY CLUB (Reading)
5	TRINKOFF, HAYLEY	KEY CLUB (Reading)
6	De PAOLO, PATRICK	KEY CLUB (Reading)
7	TRIPATHI, SHIVRAM	KEY CLUB (Reading)
8	KRUZIK, CLAUDIA	KEY CLUB (Reading)
9	PAK, ADAM	KEY CLUB (Reading)

RATIONALE: Students from Matawan Regional High School will read to Ravine Drive Elementary Students

EFFECTIVE: 9/22/09 – 6/30/10 (Retroactive) - 2009-2010 School year

6. **VOLUNTEERS – STRATHMORE ELEMENTARY SCHOOL (PARENTS) - LIBRARY**

	NAME	ACTIVITY
1	HARZOLD, YANNA	LIBRARY
2	Mc NAMARA, KIMBERLY	LIBRARY
3	VILLANUEVA, JACQUELINE	LIBRARY
4	WINZER, ANDREA	LIBRARY

EFFECTIVE: 10/27/09 – 6/30/10 - 2009-2010 School year

7. **VOLUNTEERS – MRHS STUDENTS –SPEECH & DEBATE TEAM JUDGES**

	NAME	ACTIVITY
1	NASSO, LISA	JUDGE – SPEECH & DEBATE TEAM
2	SQUIRES, EDWARD	JUDGE – SPEECH & DEBATE TEAM
3	BARBERIO, JOANN	JUDGE – SPEECH & DEBATE TEAM
4	RADIGAN, MICHAEL	JUDGE – SPEECH & DEBATE TEAM
5	SITTON, LOUISA	JUDGE – SPEECH &

	<b>NAME</b>	<b>ACTIVITY</b>
		DEBATE TEAM

RATIONALE: High School students volunteer to Judge for the High School Speech & Debate Team at the Forensic Tournaments

EFFECTIVE: 10/27/09 – 6/30/10 – 2009-2010 School year

**8 EXTRA CURRICULAR/HOURLY ACTIVITIES**

NAME	LOC	ACTIVITY	POSITION	STEP/ STIPEND	EFFECTIVE DATE	Budgeted Account Number
<b>HOURLY ACTIVITIES</b>						
VACANCY Replace: Donna Sakowski	RD	SST – Student Support Team	Member	\$20.00/Hour	10/27/09	11-421-100-178-80-0000- 0
CACOPARDO, MARY ANN	CL	SST – Student Support Team	Member	\$20.00/Hour	10/27/09	11-421-100-178-60-0000- 0

RATIONALE: As indicated above

COST: As per MRTA Guide

**9. HOME INSTRUCTION**

Subject/ Class	School	Classroom Teacher	Home Instruction Teacher For Approval	Hours Per Week	No. Of Weeks/Days Per Week	Total No. Of Hours Per Subject/Class	Effective Dates
Geometry	HS	Komito, Marc	<b>Butler, Jacqueline</b>	2	6 Weeks/ 2 Days	13 Hours	9/9/09 – 10/23/09 (32 Days) Retroactive
English 3	HS	Zehrer, Shannon	<b>Segui, Jessica</b>	2	6 Weeks/ 2 Days	13 Hours	9/9/09 – 10/23/09 (32 Days) Retroactive
World Cultures	HS	Marsh, Charles	<b>Kaiser, Sheryl</b>	2	6 Weeks/ 2 Days	13 Hours	9/9/09 – 10/23/09 (32 Days) Retroactive
Lab Biology	HS	Tomasello, Louise	<b>Milan, Gregory</b>	2	6 Weeks/ 2 Days	13 Hours	9/9/09 – 10/23/09 (32 Days) Retroactive
Geometry	HS	Komito, Marc	<b>Butler, Jacqueline</b>	1	1 Day	4 Hours	9/25/09 (1 Day)



RATIONALE: Preparation and facilitation of parental information night which focuses on effective strategies that develop mathematical skills in Grades K and 1

COST: \$55.00 - 1 Hour - @ \$25.00/Hour Presentation  
 1.5 Hours - @\$20.00/Hour Preparation

ACCOUNT # Title 2A 20-265-100-101-0000-00-1

EFFECTIVE: 2009-2010 School year

**12. PARTNERS IN PRINT NIGHTS**

NAME	LOC	ACTIVITY	MAXIMUM COST
TBD	TBD	Partners in Print Nights	\$205.00
TBD	TBD	Partners in Print Nights	\$205.00
TBD	TBD	Partners in Print Nights	\$205.00
TBD	TBD	Partners in Print Nights	\$205.00
TBD	TBD	Partners in Print Nights	\$205.00
TBD	TBD	Partners in Print Nights	\$205.00

RATIONALE: Preparation and facilitation of parental information nights which focus on effective strategies that target literacy development for students in Grades K-2.

COST: \$205.00 - 2 Meetings Maximum @ \$20.00 per teacher for 1 Hour – (\$40.00 Maximum)

3 Nights Maximum @\$55.00 per teacher per evening 1 Hour \$25.00 (Presentation) and 1.5 Hours @ \$20.00 per hour for preparation.

ACCOUNT# Title 2A 20-265-100-101-0000-00-1

EFFECTIVE: 2009-2010 School year

**13. EVERYDAY MATH FAMILY NIGHT – K-3 and Grades 4-5**

NAME	LOC	ACTIVITY	MAXIMUM COST
TBD	TBD	Everyday Math Family Night Grades K-3	\$65.00
TBD	TBD	Everyday Math Family Night Grades K-3	\$65.00
TBD	TBD	Everyday Math Family Night Grades K-3	\$65.00
TBD	TBD	Everyday Math Family Night Grades K-3	\$65.00
TBD	TBD	Everyday Math Family Night Grades K-3	\$65.00
TBD	TBD	Everyday Math Family Night Grades K-3	\$65.00
TBD	TBD	Everyday Math Family Night Grades 4-5	\$65.00
TBD	TBD	Everyday Math Family Night Grades 4-5	\$65.00
TBD	TBD	Everyday Math Family	\$65.00

NAME	LOC	ACTIVITY	MAXIMUM COST
		Night Grades 4-5	
TBD	TBD	Everyday Math Family Night Grades 4-5	\$65.00
TBD	TBD	Everyday Math Family Night Grades 4-5	\$65.00
TBD	TBD	Everyday Math Family Night Grades 4-5	\$65.00

RATIONALE: Preparation and facilitation of parental information nights which focus on effective strategies that target the development of mathematical skills.

COST: \$65.00 per teacher/evening: @\$25.00 per Hour for presentation  
@\$20.00 per Hour – preparation – (2 Hours)

ACCOUNT: Title 2A 20-265-100-101-0000-00-1

EFFECTIVE: 2009-2010 School year

14. ESL CURRICULUM WRITING

NAME	LOC	ACTIVITY	COST HOURS	MAX. TOTAL	EFFECTIVE
TBD	MAMS	ESL Curriculum Writing	\$20.00 – 40 Hours	\$800.00	10/27/09 – 6/30/10
TBD	MRHS	ESL Curriculum Writing	\$20.00 – 40 Hours	\$800.00	10/27/09 – 6/30/10

RATIONALE:

COST: \$800.00 per teacher - \$20.00 per Hour for 40 hours

ACCOUNT:

EFFECTIVE: 2009-2010 School year

15. STAFFING ARRAY CHANGES – 2009/2010 School year

NAME	FROM LOC/FT E	ASSIGNMENT	TO LOC/FTE	ASSIGNMENT	EFF DATE/ REASON



NAME	FROM LOC/FT E	ASSIGNMENT	TO LOC/FTE	ASSIGNMENT	EFF DATE/ REASON
LATHROP, MARGRET	CL/RD/S T 0.70 0.30 MA .033 O/L	World Language Teacher (CL/RD/ST– World Language) (MA – World Language – Spanish World Language - Elementary	CL/ST 0.70 MA 0.30	World Language World Language Spanish	10/5/09 – 6/30/10 (Retroactive)
ARMANNO, CAROL	RD 1.00	ESL Teacher	RD 0.80 0.20	ESL Teacher World Language Spanish	10/5/090 – 6/30/10 (Retroactive)
Mc GRATH, DEBORAH	RD 0.60 0.40	Educational Media Specialist (RD – Interventionist)	RD - 0.89 CP - 0.11	Educational Media Specialist/RTI Educational Media Specialist	10/5/09 – 6/30/10 (Retroactive)
DI LIBERTI, LISA	RD 0.80 0.20	Vocal Music (RD – Interventionist)	RD – 0.89 CP – 0.11	Vocal Music/RTI Vocal Music	10/5/09 – 6/30/10 (Retroactive)
ROGERS, KIMBERLY	HS 0.20 0.20 0.40 0.10 0.10	English 1 Honors English 1 Level 2 AP English Literature & Composition SRA PREP Language Arts – Fall Creative Writing - Spring	HS 0.20 0.20 0.40 0.10 0.10 0.10 O/L	English 1 Honors English 1 Level 2 AP English Literature & Composition SRA PREP Language Arts – Fall Creative Writing – Spring SRA Prep Language Arts Fall	10/5/09 – 1/26/10

RATIONALE: As indicated above  
 COST: Per MRTA Contracts  
 EFFECTIVE DATE: 2009/2010 School year

**IX. PROGRAM**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_.

Dr. O'Malley reviewed the Program Agenda:

- Workshops for employees.

- The week of October 19<sup>th</sup> is designated as School Violence Awareness Week. There will be activities at the schools during the week.
- District School Nursing Plan.
- Establishment of an after school library club.
- The Violence and Vandalism report will be reviewed at the next Action Meeting.
- A student will be utilizing option 2 for her graduation requirement. The student is at a tennis academy that is required to provide the District reports detailing the number of hours of instruction.
- Acceptance of the NCLB Grant for Fiscal Year 2010.
- Under Special Services, the Out of District Placements, acceptance of the IDEIA-B grant and allocation of the additional ARRA funds.
- The hiring of the Speech Therapist let go by Bayshore will save the District money and provide more days of service.

The Board had several comments and questions:

- The measure of success for the After School Book Club will be the attendance and participation of students. More tangible measurements should be used such as educational outcomes.
- The overnight field trip is for 3 nights and days
- Concern that the number of reported incidents on the Violence and Vandalism report will be fudged. Dr. O'Malley reviewed the procedure for reporting incidents. More often than not, the number of incidents is over reported.

**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**

1. Designate the week of October 19 to October 23, 2009 as **School Violence Awareness Week**.

RATIONALE: In compliance with Sate Law (PL. 2001, C298)

2. Approve the Matawan-Aberdeen Regional School **District Nursing Plan** for the 2009-2010 school year.

POLICY: 5307 Nursing Services Plan

RATIONALE: The Board of Education is required to adopt an annual nursing service plan that includes a description of the basic services to be provided to all pupils and a summary of the specific medical needs of individual pupils and the nursing services required to address those needs.

3. **Establish an After-School Library Club** at Matawan-Aberdeen Middle School or the 2009- 2010 school year.

POLICY: 6145 Extra/Co-Curricular Activities

COSTS: No cost for the 2009-2010 school year.

RATIONALE: To provide access to the Middle School Library after-school for students to complete research assignments, quietly read, and access technology that might not be available at home.

4. **Approve an Overnight Field Trip** for the Middle School Willow Tree Club to Fairview Lake YMCA in Stillwater, New Jersey from November 5-8, 2009.

POLICY: 6153 Field Trips

GRANT: \$2, 842

FUNDRAISING: \$1,258

STUDENT COST: \$0

DISTRICT COST: \$1,000 (Donation of the teacher stipend)

TOTAL COST: \$5,100

**RATIONALE:** Students will attend the Willow Tree training and return to MAMS to act as core leaders and active participants in helping to promote anti-drug, anti-alcohol, and anti-bullying to their peers through Willow Tree Club activities, announcements, and poster campaigns. They will be encouraging their peers to make positive choices and to rely on each other for support instead of turning to potentially destructive behavior.

**EFFECTIVE DATE:** October 26, 2009

**5. Approve the 2008-2009 Violence and Vandalism Report.**

**RATIONALE:** Annually, all chief school administrators shall report to the board of education all acts of violence and vandalism which occurred during the previous school year (N.J.S.A.18A:17-46 and N.J.S.A. 6A:16-5.3(f)).

**6. Approve Student # 112203 at Matawan Regional High School to fulfill his/her High School Graduation requirement utilizing Option II for physical education class for the 2009-2010 school year.**

**EFFECTIVE DATE:** October 12, 2009

**POLICY:** 5460 High School Graduation

**RATYIONALE:** District Boards of Education may determine and establish curricular activities or programs aimed at achieving the New Jersey Core Curriculum Content Standards for promotion and graduation purposes.

**7. Approve the acceptance of the NO CHILD LEFT BEHIND ACT (NCLB) for fiscal year 2010.**

TITLE I, PART A	Improving Basic Programs Operated by Local Education Agencies	\$340,345
TITLE II, PART A	Teacher and Principal Training and Recruiting Fund	\$106,356
TITLE II, PART D	Enhancing Education Through Technology	\$3,430
TITLE III	Grants and Subgrants for	\$19,248

	English Language Acquisition and Language Enhancement	
TITLE IV	Safe and Drug-Free Schools and Communities Act	\$9.176
<b>TOTAL</b>		<b>\$478,555</b>

**C. SPECIAL SERVICES**

1. **Students to attend out of district placements for the 2009-2010 School Year Program**

Policy: 6171.4 Special Education

STUDENT	AGE	CLASS	SCHOOL	REASON	COST	EFF. DATE
0309-015	17.10	Emotionally Disabled	CPC Behavioral Healthcare	Continued Placement	\$61,200.00	09/09/09-06/30/10
0902-002	17.11	Multiply Disabled	Kiva High School	Move In	\$10,000.00	10/05/09-06/30/10
0803-003	15.6	Other Health Impaired	Commission for The Blind	New services	\$10,900.00	09/01/09-06/30/10

2. **Approve the acceptance of the Individuals with Disabilities Education Act (IDEIA-B) combined for fiscal year 2010.**

GRANT TITLE	AMOUNT
IDEA BASIC	\$798,312.00
IDEA PRESCHOOL	\$ 20,326.00

3. **Approve the acceptance of the contracts for the allocations of funds from the American Recovery and Reinvestment Act 2009-2011:**

PROGRAM	AMOUNT
Handle With Care –	\$4,400.00

Behavioral Management	
Linda Mood Bell Learning Processes	\$68,000.00
VBN Training/Consultation	\$22,500.00

4. Approve the following special education service for the 2009-2010 school year:

Monmouth Ocean Educational Services Commission (MOESC)	Speech Therapist	\$541 per day (60 days) 10/19/09 – 06/30/10 Total: \$32,460.00
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## X. DISTRICT GOALS

Mr. O’Connell reviewed the District’s goals. The draft goals were placed on the internet and he gathered comments over the last few weeks. He stated that Dr. Delaney said some of the goals were actually sub-goals. Would like to see if there was enough agreement on three or four core goals which could be brought to the Action Meeting for approval.

A discussion took place among Board members whether all goals should be presented at least once or approved in segments.

Mr. O’Connell reviewed the 4 goals and the Board proceeded to discuss each goal separately.

- 1) Students will be reading at grade level by the end of the 3<sup>rd</sup> grade by the 2011-2012 school year. Reading progress will be monitored going forward.
  - Writing should be added to this goal to be combined with reading.
  - Begin testing progress in grade 3 because it is believed that is the when comprehension begins.
  - The metric of progress will be State exams.

- 2) Technology investments shall be leveraged to support administrative productivity gains.
  - The priority order among goals. If the budget is cut can the technology portion be cut even if it is a District goal.
  - Technology could have a return on investment and productivity gains.
  - Time frame to achieve the goal.
  - The measurement of a goal. Reducing the amount of paper used could be a goal. The use of Promethean Boards could be tough to measure.
  - A majority of Board members want to table this goal for now.
- 3) Reduce the partial efficiency each year at every level so that we will have fewer partially proficient students than the average I district.
  - Dr. O'Malley would choose to compare cohorts for this goal.
  - The performance level should increase by 50% each year.
  - This goal will be reworded prior to Board adoption.
- 4) Every effort will be made to limit the tax levy increases to 2% annually.
  - If the public is going to vote down a 2% increase, why consider this goal.
  - A straw poll among Board members shows a majority of support for this goal.

## **XI. COMMENTS & QUESTIONS FROM PUBLIC 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 to which Mr. Kenny, Dr. O'Malley and Ms. Irons responded.**

**Mr. Pedell, 87 Oxley Place,**

- Wanted the Board to repeat the situation mentioned about the contamination at Strathmore. Mr. Kenny said to email Ms. Irons.

- The insurance will not cover the problems at the High School.
- Is the District going ahead with all 7 projects? Mr. Kenny stated the District is only going ahead with the 3 projects the State is funding 40% of.
- The alternatives to using the stimulus funds for the RTI Program. Is worried about the sustainability of the program.
- Can the Violence and Vandalism report be viewed online? The reports are not available to the public but will be discussed at the next meeting.
- Are educational matters targeted with the goals?

**Ms. Hlavenka, the Independent,**

- Interested in doing a story about the District’s Facility Projects. Ms. Irons stated she would need to fill out an OPRA request for information.

**XII. OLD BUSINESS**

None.

**XIII. NEW BUSINESS**

None

**XIV. EXECUTIVE SESSION**


The Board went into Executive Session for Contractual Matters at **11:42 PM.**

**XV. ADJOURNMENT**

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

RECOMMEND: That the meeting be adjourned. The public portion of the Regular Action meeting adjourned at **11:37 PM.**

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN
	9			

Respectfully submitted,  
  
 Susan A. Irons  
 Business Administrator/Board Secretary



**APPROVED STAFF TRAVEL  
OCTOBER 26, 2009**

NAME	BUILD	DATES	LOCATION	TITLE	REGIS. FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS	TOTAL	SUB YES/NO
Bishop, Mary	LR	11/18/09	MOESC/Tinton Falls, NJ	Supporting Students with Reading Disabilities Using Assistive Technology	X	\$9.30	X	X	X	\$9.30	YES
Burden, Colleen	ST	12/08/09	Crowne Plaza Newark, NJ	Dr. Jean's "Tips, Tricks and Terrific Ideas": Reading, Math and Classroom Management	\$199.00	X	X	X	X	\$199.00	YES
Carnovsky, Robert	HS	10/27/09	Rutgers University	The Role of Social Studies in a Democratic Society	\$50.00	\$13.26	X	X	X	\$63.26	YES
Carter, Shauna	MA	11/14/09 through 11/18/09	Harvard GSE Cambridge, MA	New & Aspiring School Leaders Institute	Approved 08/24/09 \$1850.00	Approved 08/24/09 \$185.00	X	\$504.00	Approved 08/24/09 \$28.00	\$504.00	NO
Christophe, Martha	ST	04/30/10	Edison, NJ	Winners! The Year's 100 Best Books	\$179.00	X	X	X	X	\$179.00	YES
Danback, Barbara	LR	11/17/09	NJ State Bar Foundation/New Brunswick, NJ	Conflict Resolution Training/NJSBF	\$20.00	\$11.23	X	X	X	\$31.23	NO
Danback, Barbara	LR	11/19/09	NJ State Bar Foundation/New Brunswick, NJ	Character Education Training for Elementary Schools	\$20.00	\$11.23	X	X	X	\$31.23	NO
DiNoia, Theresa	MA	10/26/09	Newark, NJ	Using Cutting Edge Technology Projects Grades 6-12	\$199.00	\$16.12	X	X	X	\$215.12	YES
Geib, Irma	RD	10/28/09	Edison, NJ	Community Medicine and School Health Hot Topics	\$192.00	\$14.88	\$2.00	X	X	\$208.88	YES

**APPROVED STAFF TRAVEL  
OCTOBER 26, 2009**

NAME	BUILD	DATES	LOCATION	TITLE	REGIS. FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS	TOTAL	SUB YES/NO
Goher, Serena	HS	10/29/09	New Brunswick, NJ	Free Mock Trial for Teachers	X	\$13.26	X	X	X	\$13.26	YES
Hawco, Meghan	MA	05/19/09	MOESC/Tinton Falls, NJ	Differentiated Instruction (Section 1)	X	\$12.15	X	X	X	\$12.15	YES
Hawco, Meghan	MA	05/26/09	MOESC/Tinton Falls, NJ	Differentiated Instruction (Section 2)	X	\$12.15	X	X	X	\$12.15	YES
Lazur, Maggie	LR	11/18/09	MOESC/Tinton Falls, NJ	Supporting Students with Reading Disabilities Using Assistive Technology	X	\$9.30	X	X	X	\$9.30	YES
Lukenda, Elaine	RD/CL/CP	10/26/09	CPC Training/Morganville, NJ	Cognitive and Behavioral Approaches for Anxious Youth	\$75.00	\$9.52	X	X	X	\$84.52	NO
McFadden, Mary	MA	05/19/09	MOESC/Tinton Falls, NJ	Managing Your Students Through differentiated Instruction	X	\$12.15	X	X	X	\$12.15	YES
McFadden, Mary	MA	12/01/09	MOESC/Tinton Falls, NJ	How to Connect Assessment to Outstanding Instructional Practice in Math	X	\$12.15	X	X	X	\$12.15	YES
Molinari, Doreen	CP	12/09/09	MOESC/Brick, NJ	Helping Children with Autism to Navigate Early Childhood in Classroom	X	\$13.72	X	X	X	\$13.72	NO
Nunziante, Marybeth	HS	12/02/09	Newark, NJ	Using TPRS (Teaching for Proficiency through Reading/Storytelling) in Foreign Language Classroom	\$215.00	X	X	X	X	\$215.00	YES

**APPROVED STAFF TRAVEL  
OCTOBER 26, 2009**

NAME	BUILD	DATES	LOCATION	TITLE	REGIS. FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS	TOTAL	SUB YES/NO
Petillo, Jennifer	CO	11/08/09	MOESC/Brick, NJ	Supporting Student with Reading Disabilities	X	\$13.72	X	X	X	\$13.72	NO
Preuss, Rosalie	LR	01/20/10	Centra State Hospital	Headaches/Diabetes	\$55.00	X	X	X	X	\$55.00	NO
Preuss, Rosalie	LR	02/09/10	Centra State Hospital	Gastro Intestinal Disorders/Dermatology Issues	\$55.00	X	X	X	X	\$55.00	NO
Pross, Kerry	HS	11/21/09	Edison, NJ	AP Chemistry for Teachers	\$175.00	\$10.50	X	X	X	\$185.50	YES
Reigelsperger, Laura	HS	11/19/09	Rutgers University	Adolescent Behaviors: Addiction Recovery and Family Issues	X	\$13.26	X	X	X	\$13.26	YES
Riggleman, Catherine	MA	02/10/10	Rutgers University	Differentiating instruction in the Middle School Science Classroom	\$195.00	\$13.64	X	X	X	\$208.64	YES
Singer, Torah	LR	12/02/09	MOESC/Tinton Falls, NJ	Positive Behavioral Interventions for the Classroom Teacher	X	\$9.30	X	X	X	\$9.30	YES
Turley, Rose Marie	HS	11/21/09	Edison, NJ	AP Biology for Teachers	\$175.00	\$10.50	\$2.00	X	X	\$187.50	YES
Turner, Samuel	HS	12/17/09 through 12/18/09	Atlantic City, NJ	US All Star Track and Field Clinic	\$85.00	X	X	X	X	\$85.00	YES
West, Beverly	HS	10/30/09	Coastal Learning Center/PNC Art Center	Turning People Who Whine into People Who Shine	X	\$3.22	X	X	X	\$3.22	YES

**APPROVED STAFF TRAVEL  
OCTOBER 26, 2009**

NAME	BUILD	DATES	LOCATION	TITLE	REGIS. FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS	TOTAL	SUB YES/NO
Zibbell, Jamie	CP	10/26/09	CPC Training/ Morganville, NJ	Cognitive and Behavioral Approaches for Anxious Youth	\$75.00	\$9.52	X	X	X	\$84.52	NO
Zibbell, Jamie	CP	04/26/10	CPC Training/ Morganville, NJ	Treatment of Anxiety Disorders in Children	\$75.00	\$9.52	X	X	X	\$84.52	NO
<b>TOTAL</b>										<b>\$2,810.60</b>	
* The District is a Member of the Brookdale Math/Science Consortium											
* REQUIRED ESTIMATES TO ABIDE BY LAW AND POLICY. ALL AMOUNTS ARE NOT TO EXCEED.											