

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 **May 11, 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 **7:03 PM**.

II. PLEDGE OF ALLEGIENCE

Mr. Kenny made a statement offering condolences for the family of Jawann Brown who passed away on Saturday. His mom works at the preschool and sister had worked in the business office. There is a viewing on Thursday and the funeral will be Friday.

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. Rubino, Mr. Warren, Ms. Hayward, Mr. Donaghue, Mr. O’Connell, Dr. Delaney**
Absent: **Mr. Ruprecht**
Also Present: **Dr. O’Malley, Mr. Glastein, Ms. Irons, Mr. Gross**

V. EXECUTIVE SESSION

Mr. Kenny stated the Board will go into executive session after the Committee of the Whole meeting for Personnel matters.

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.

None

Mr. Kenny stated the Committee of the Whole utilizes a working agenda and is not an Action Agenda. This meeting is used to formulate a solid agenda for the Action meeting.

VII. PROGRAM

Motion by _____, seconded by _____.

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

Dr. O'Malley began to review the Program Agenda. At that time Ms. Deluca and Ms. Ruscavage reviewed items 7 through 11 pertaining to the High School.

- Dr. Kaplan was called forward to discuss item 11, a curriculum switch from AP Physics B to AP Physics C. Dr. Kaplan reviewed the course change detailed in the handouts given to the Board members.

There were questions and comments from the Board:

- Excited to see that Dr. Kaplan came to the meeting.
- Wasn't aware there was a problem with the AP Physics curriculum.
- Cross articulation with Dr. Jackman's Calculus AB class which is being discussed.
- Requiring a grade of 95 or above to take the AP Physics may be a little steep. Dr. Kaplan stated only the best, most capable students should be involved.
- Scoring is out of 100

- The rigor of AP Physics class is not being relaxed, the content is too broad
- Discretion is being used when admitting students to the AP Physics class.
- The district has the labs and materials necessary for the Physics classes.
- There is only one Physics class, not two similar AP classes.
- Enrollment count for students in AP Physics. There are 6 students this year and could go to 7 next year. Potentially higher next year because the Juniors are creating a bigger feeder population.
- Possibility of sharing materials with other Physics classes around the State to keep costs down. Ms. Deluca said distance learning is available but it's costly and the district does not have the facilities for that.
- Lab sharing is not possible as well because classes may need the labs at similar times.
- The cost of the lab equipment should not be a problem right now because the district has what it needs.

A discussion took place regarding item #7, the Band/Lunch Transition:

Ms. Deluca discussed the Band/Chorus Lunch changes.

- Propose having a full 46 minute class as opposed to the current 23 minute class.
- Students have to make choices in life whether it be which sport to play or in this case which class to take.

Ms. Deluca called on Mr. Seth Jones, the band director at the high to talk about this more.

- Students aren't prepared to perform at a high level with only 23 minutes to prepare. The pieces that can be played is limited due to the time constraints.
- The entire band only rehearses together three or four times prior to a performance because band lunch is scheduled at random.
- The district's elementary music program is outstanding. This needs to continue from Middle School into the High School.

There were comments and questions from the Board:

- The Band/Lunch class is one of eight student periods of the day where students attend lunch for 30 minutes and go to band/chorus class for the other 23 minutes.
- Speaking a Sax player, Dr. Gambino stated it takes 5 minutes just to get the reed and mouthpiece out, so what Mr. Jones has done with the band is incredible.

- Some casual musicians will not be able to play anymore if the band/chorus lunch is eliminated.
- Some students will be excluded from the band/chorus lunch because their schedules have been built around it.
- The reaction to the proposed change has been positive and negative. Students are excited because they have seen two school bands that have full period band/chorus and their bands play great. Parents have also been informed. Parents and students should want this change because the band will be better.
- There could be some overlapping with the Academy. There is a strand in the Performing Arts Academy that includes band. There are not enough students to make up a band in the Academy. Three students take the Academy related band strand.
- Ms. Rubino stated loves the idea of going back to full period band. Worries about the casual artist that doesn't want to commit. Ms. Ruscavage trying to foster the commitment. Music is only program that we have this accommodation for.

Mr. Andrew Monagle, the student representative spoke about the change as well.

- Casual musicians can keep playing through community bands and the school's marching band. Students will drop out of the band program to take AP classes or other electives.
- Mixed feelings among the students about the change. There is excitement that the band program may compete in competitions. Mr. Kenny stated Mr. Monagle spoke very well and made a fabulous presentation.

Ms. Deluca and Ms. Ruscavage reviewed items #8 and #9.

- Item #8, the International Honor Society, recognizes students for their community service and musical ability. This could be great if the district goes to a full day band/chorus class.
- Will go on student transcripts and improve chances of going to college.

There were comments and questions from the Board:

- Students that belong to this honor society can belong to the Academy or be regular students.
- There is an induction ceremony for this honor society.
- Item #9, the Arts & Education Center, approached the district to join them. Encompasses several artistic strands.

- Students attend on Monday afternoons from 1:30 PM to 4:30 PM with a cost to the student of \$800, which includes transportation.
- Taught by production artists and improves college resumes.
- Students will have to make up work missed, but will improve the quality of the artist.
- Auditions are held in December and the program runs from January through May.

There were comments and questions from the Board:

- Between 1 and 10 students usually get into the program. Should there be a “not to exceed” amount of students who can attend.
- Students need to be admitted to the program, but the district should set up certain criteria such as maintaining a certain grade point average. Administrators will sign off that the student can attend. A teacher recommendation should be included.
- Students should see this as a privilege.

Ms. Ruscavage reviewed item #10, the proposal to earn college credits through Georgian Court University.

- Dual credit program, meaning a student can earn both High School and College credits through specialized classes.
- There are 3 pathways, which are detailed in the Board packets.
- Georgian Court polled local universities and colleges and 97% of them stated they would accept these credits.

There were comments and questions from the Board:

- These courses do not compete with district classes. The syllabus of each class is compared to determine they are similar enough to earn credit.
- Teachers must have a Master’s degree in the content area they are teaching in.
- Exams are not reviewed by Georgian Court University but a safeguard could be put in to safeguard their integrity.
- The cost per credit is \$175, which is much cheaper than tuition to the University and is paid for by the students and their parents.

Dr. O'Malley began reviewing the Program agenda from the beginning.

- The length of travel for the trip to Alabama is 7 days due to there being several preliminary rounds of the Speech and Debate tournament.
- Some summer school curriculum has not been approved by the Board before.
- Students can only be placed in summer school if the teacher recommends it. They are remedial classes for students who fail classes. Parents can not request that their children go.
- Item #3, 8th grade science curriculum should include a revision date for QSAC
- Item #4 is the district's annual membership to the NJSIAA. There was no increase in the cost from the prior year.
- Item #6 for the submission of an application to the MSAN (Minority Student Achievement Network). Only 20 schools are selected annually. It is a research based program to address district achievement gaps.
- The fee associated is only assessed if our district is selected
- The Board would like to review the data attached to the Application. Dr. O'Malley stated Mr. Spells was in the process of gathering the data.
- If Title I funds were not spent on this program, what would they go towards.
- Review the progress of the 15 founding members of the MSAN to determine if the program works.
- The district is not forced to join the program, nothing is binding.
- Item #12 changes the Action Meeting in June from The 29th to the 25th due to the Middle School and High School graduations.

Dr. O'Malley went over the remaining Program Agenda items including Special Education Week.

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. The Board of Education approve the application to operate summer school at Matawan-Aberdeen Middle School from June 26, 2009 to July 31, 2009.
(PROGRAM ATTACHMENT #2)

POLICY: 6174 *Summer School*

COST: \$37,000

COURSE	GRADE	TIME
ESL	2,3,4,5,6	8:30 am-10:30 am
Language Arts, Mathematics	3,4,5	8:30 am-10:30 am
Language Arts, Mathematics, Science, Social Studies	6,7,8	8:30 am-11:30 am

2. The Board of Education approve the 2009 summer school curriculum.

POLICY: 6141 *Curriculum Design & Development*

COURSE	GRADE
ESL	3-5
ESL	6-8
Language Arts	3-5
Mathematics	3-5
Language Arts	6-8
Mathematics	6-8
Social Studies	6-8
Science	6-8

3. The Board of Education approve the eighth grade science curriculum.

POLICY: 6141 *Curriculum Design & Development*

RATIONALE: 8th grade curriculum was revised for strands 5.1 (science processes), 5.3 (math applications), and 5.6 (chemistry) as it relates to the

content areas of matter (solids, liquids, and gas), elements and the periodic table, metals, and other polymers and composites.

4. NJSIAA (New Jersey Interscholastic Athletic Association) The Board of Education approve membership resolution for the 2009-2010 school year. Effective July 1, 2009.

POLICY: 6145.2.1 *Interscholastic Athletic Activities and Events*

RATIONALE: This will allow the district to participate in the approved athletic programs sponsored by the NJSIAA.

COST: \$2,150.00

ACCOUNT: 11-402-100-890-30-0000-0

5. The Board of Education approve summer sport camps (intra-squad practice only for our school athletes) at Matawan Regional High School.

POLICY: 6145.2.1 *Interscholastic Athletic Activities and Events*

6. The Board of Education approve the submission of an application to the MSAN (Minority Student Achievement Network).

RATIONALE: The Minority Student Achievement Network (MSAN) is a national coalition of multiracial, suburban-urban school districts that have come together to study achievement gaps that exist in their district.

COST: \$12,500 (Fee due upon acceptance only-Title I funds)

7. The Board of Education approve the change in course offerings at Matawan Regional High School.

2008-2009

COURSE	GRADE LEVEL
Band/Lunch	9,10,11, & 12
Chorus/Lunch	9,10,11 & 12

TO

2009-2010

COURSE	GRADE LEVEL
Band/Lunch	11 and 12 only
Chorus/Lunch	11 and 12 only

POLICY: 6141 *Curriculum Design & Development*

RATIONALE: To begin to phase out the lunch band/chorus course offering through 2001-2012.

8. The Board of Education approve the creation of the *Tri-M*, International Honor Society.

POLICY: 5126 *Awards and Achievement*

RATIONALE: Recognize secondary music students for their musical ability, academic excellence, school involvement and community service.

EFFECTIVE: September 1, 2009

9. The Board of Education approve the reinstatement of Matawan-Aberdeen Regional School District in the Arts & Education Center for the 2009-2010 school year.

POLICY: 6141 *Curriculum Design & Development*

RATIONALE: This will grant our gifted visual and performing arts students an opportunity to audition for the county-wide program offered at Sandy Hook in Multi Genre Writing, Poetry, Modern Dance, Jazz Improve, Broadway Singing, Theatre Arts, Visual Arts and the Art of Photography. Many of the classes can be taken for college credit as well.

COST: \$800.00 for each accepted student, which includes tuition and transportation.

10. The Board of Education approve the superintendent to enter into an agreement with Georgian Court University to allow our students to obtain college credit through the participation in specialized programs.

POLICY: 6141 *Curriculum Design & Development*

RATIONALE: Cost is \$175 per three credit course (normal tuition is \$570 per credit).

11. The Board of Education approve the change in course offerings at Matawan Regional High School.

2009-2010

COURSE	COURSE
FROM	TO
AP Physics B	AP Physics C

12. The Board of Education approve the change in meeting date from Monday, June 29th, 2009 to Thursday, June 25th, 2009.
13. The Board of Education approve two-day overnight trip to a basketball summer camp from June 26-28, 2009.

RATIONALE: The camp is designed to help students improve their basic skills with an emphasis on playing games and obtaining valuable game experience.

COST: Student expense and fundraising (approximately \$80.00)

DISTRICT: No cost to the district.

EFFECTIVE DATE: June 26, 2009

14. The Board of Education proclaim the week of May 11-16 as Special Education Week to recognize the achievements of our special education

students and the outstanding contributions made by our educators for the handicapped and parents toward quality education for the exceptional students in our district.

C. SPECIAL SERVICES

- I. Students to attend out of district placements for the 2008-2009 school program.

Policy: 6171.4 Special Education

STUDENT	AGE	CLASS	SCHOOL	REASON	COST	EFF DATE
0905-001	3.8	Preschool Disabled	Children’s Center of Monmouth County	New Placement Move In	27 days @ \$246.90 per diem \$6,666.30	05/11/09 - 06/17/09
0702-012	18.0	Multiply Disabled	Kiva H.S.	Change in Placement	\$1,000 per month \$2,500 Total Tuition	04/20/09 - 06/30/09

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN

VIII. PERSONNEL

Motion by _____, seconded by _____.

Mr. Glastein reviewed the Personnel Agenda. There may be more personal leaves to be approved for the Action Meeting.

Some teaching and coaching positions are not listed, including the Chemistry teacher positions and the TV Production.

There were questions and comments from the Board:

- The Spanish Translators are employees of the district that translate for certain matters.
- The amounts they are being paid are not overtime rates.
- Item #18, for the CST evaluations are necessary due to new IEP cases that occur during the summer. 60 shared cases are the maximum number allowed. Dr. O'Malley stated this could be addressed moving forward so the extra evaluations are not necessary.
- Some of the CST members that do IEPs have been approved already, those listed on the Personnel Agenda are openings that may need to be filled.
- Students are used as computer technicians during the summer months. They help clean and maintain computers.
- The volunteer from Holmdel is fulfilling a community service requirement.
- The Ravine Drive secretarial position is being filled internally from the existing pool of secretaries.

After meeting as The Committee of the Whole with the Superintendent, the Board approves 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 EMP.	EFF. DATE
DUFFY, JAMES	CO	Bus/Van Driver	Retirement	12/16/97	6/30/09
MUSCATELLO, CHRISTINE	MA	Teacher of Mathematics	Resignation	9/1/06	6/30/09
SAMITT, PAMELA	HS	Teacher of Science	Resignation	9/2/08	6/30/09
SMITH, KENNETH	ST	School Principal	Retirement	9/1/69	6/30/09
NECHAMKIN, ALYSON	CO	LDT/C	Resignation	9/1/06	6/30/09

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

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
TBD	CO	Transportation Assistant Part Time	N/A	TBD	TBD	TBD	STAHL (Resignation)	9/1/09 – 6/30/10
TBD	HS	Hallway Safety & Security Monitor Part Time	N/A	TBD	TBD	TBD	COLLAZO (Replacement)	9/1/09 – 6/30/10
TBD	TBD	Custodian	N/A	TBD	TBD	TBD	ALDANA (Replacement)	7/1/09 – 6/30/10
TBD	TBD	Custodian	N/A	TBD	TBD	TBD	DeVOE (Replacement)	7/1/09 – 6/30/10
TBD	TBD	Custodian	N/A	TBD	TBD	TBD	FINLEY (Replacement)	7/1/09 – 6/30/10
TBD	TBD	Custodian	N/A	TBD	TBD	TBD	HOWARD (Replacement)	7/1/09 – 6/30/10
TBD	TBD	Custodian	N/A	TBD	TBD	TBD	QUINLAN (Retirement)	7/1/09 – 6/30/10
TBD	CO	Bus/Van Driver	N/A	TBD	TBD	TBD	BADER (Retirement)	7/1/09 – 6/30/10
TBD	RD	Secretary – Principal	N/A	TBD	TBD	TBD	DAVIS (Retirement)	7/1/09 – 6/30/10
TBD	CO	Mechanic	N/A	TBD	TBD	TBD	SIMMONS (Transfer)	7/1/09 – 6/30/10
TBD	CO	Computer Technician	N/A	TBD	TBD	TBD	PATTERSON (Replacement)	7/1/09 – 6/30/10

1. HOME INSTRUCTION (To be supplied by Fran Failla 5/6/09)

RATIONALE: Home Instruction required for Student
 COST: \$35.00/Hour
 ACCOUNT # 11-150-100-101-03-0000-1
 Effective:

2. ADMINISTRATION - INTERNSHIP (OBSERVER)

NAME	COLLEGE	COOPERATING TEACHER ADMINISTRATOR	SCHOOL/AREA
THOMPSON, MAY	Montclair State University	BARBI SIEGEL	HS – School Counseling INTERN MAY 2009 – 600 Hours SPRING 2010 FALL 2010
ZEHNER, SHANNON	Monmouth University	ELLEN NINGER	HS – School Counseling INTERN FALL 2009 SPRING 2010

RATIONALE: Observation (Shadowing) needed for the Masters Program

COST: None

EFFECTIVE DATE: 2009/2010 School year

3. COLLEGE STUDENT(S) OBSERVER(S)

NAME	COLLEGE	COOPERATING TEACHER ADMINISTRATOR	SCHOOL/AREA
TBD	TBD	TBD	TBD

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

COST: None

EFFECTIVE DATE: 2009/2010

4. SUMMER – COMPUTER TECHNICIANS PART TIME

NAME	POSITION	MAXIMUM HOURS	RATE
TBD	P/T Summer Technicians	30 per week Maximum 300 Hours	\$9.00 per hour \$2,700.00 Maximum
TBD	P/T Summer Technicians	30 per week Maximum 300 Hours	\$9.00 per hour \$2,700.00 Maximum
TBD	P/T Summer Technicians	30 per week Maximum 300 Hours	\$9.00 per hour \$2,700.00 Maximum
TBD	P/T Summer Technicians	30 per week Maximum 300 Hours	\$9.00 per hour \$2,700.00 Maximum

NAME	POSITION	MAXIMUM HOURS	RATE
TBD	P/T Summer Technicians	30 per week Maximum 300 Hours	\$9.00 per hour \$2,700.00 Maximum

RATIONALE: To clean and repair all district computers

EFFECTIVE: July 1, 2009

5. **SUMMER THEATRE WORKSHOP STUDENT**

NAME	ACTIVITY/LOCATION	MAXIMUM HOURS	RATE
BRADLEY, ALANNA	Summer Theatre Workshop	10 Per Week 6 Week Maximum	\$7.15 Per Hour \$429.00 Maximum

COST: As indicated above

ACCOUNT # 11-1301-100-106-10-0000-9

EFFECTIVE DATE: May 19, 2009 – June 30, 2009

6. **VOLUNTEER – STRATHMORE ELEMENTARY SCHOOL**

NAME	ACTIVITY
CHRISTIE, ROBERT Holmdel HS Student	ART CLUB

COST: None

EFFECTIVE DATE: May 19, 2009 – June 30, 2009

7. **EXTRA CURRICULAR ACTIVITIES –**

NAME	LOC	ACTIVITY	POSITION	STIPEND
KOVAC, RANDY	HS	SPRING MUSICAL	BAND	\$200.00
WELLS, GERARD	HS	SPRING MUSICAL	BAND	\$200.00

RATIONALE: As indicated above

COST: As indicated above

ACCOUNT: #11-401-100-101-30-0003-1

EFFECTIVE DATE: Retroactive: 4/2/09 – 4/5/09

8. **HOME INSTRUCTORS**

NAME	CERTIFICATION
MARSD TEACHERS	ALL

RATIONALE: All teachers are utilized as Home Instructors and are selected by the Administrator in each building.

EFFECTIVE: 2009/2010 School year

ACCOUNT #:

9. SPANISH TRANSLATOR

NAME	POSITION	LOCATION	HOURLY RATE
KNAPP, MARILYNN	Secretary – Benefits	CO	\$20.00 As Needed
GIORNALISTA, PATRICIA	Secretary – Main Office	CL	\$20.00 As Needed

RATIONALE: To assist in translating written documents and interpret conversations with parents..

COST: \$20.00/Hour – On an as needed basis

ACCOUNT: #

EFFECTIVE: 2009/2010 School year

10. STAFFING ARRAY CHANGES – 2009/2010 School year

NAME	FROM LOC/FTE	ASSIGNMENT	TO LOC/FTE	ASSIGNMENT	EFF DATE/ REASON
SWEENEY, SUSAN (1)	CO – 1.00	Secretary 12 Months Business Office	HS – 1.00	Secretary 12 Months Main Office	5/7/09 – 6/30/09 (Retroactive)

Account: (1) 11-000-240-105-30-2401-1

RATIONALE: As indicated above

COST: Per MRTA Contract

EFFECTIVE: Retroactive (1) 5/7/09

11. SUMMER – SCHOOL PROGRAM See PERSONNEL ATTACHMENT #1

12. NON BARGAINING UNIT SALARIES

Will be discussed in Executive Session:

The Superintendent recommends that the Board of Education approve the attachment reflecting non bargaining unit employee salary increases for the 2009-2010 school year. See PERSONNEL ATTACHMENT #2

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN

IX. FINANCE / TRANSPORTATION

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

Ms. Irons reviewed the Finance Agenda.

- The State has a billion dollar budget deficit and it is likely our aid will be reduced again.
- The district over the next two months will be in a sound financial situation.
- The dollar amount that New Jersey will receive from the Federal stimulus package. Title I and IDEA funds will increase. These funds will be used to fund in-house programs to bring kids in from outside Private and Public institutions.
- This person will serve as an apprentice under ATC who won the bid for Energy Management. The contractor is aware that they will have a district employee working for them as it is in the agreement. Interviews for this position will begin this week.
- A discussion took place among the Board as to which department should administer the energy management of the district.
- Electrical cost comparison from year to year. This past year may have been higher due to the TV Studio work.

Concern with bid #5 regarding Electrical work:

- Mr. Gross stated the bids are for the lowest responsible bidder.
- Its possible bids are awarded based on a flawed analysis. Dr. O'Malley inquired the bid should be rejected. Mr. Gross stated there are other options, but the district is accepting this bid this way the service is in place. If it weren't quotes would be needed each time a service call is necessary.
- The district is not expecting to have any large projects done, so it may be more practical to reject this bid.

Item #5, the awarding of the contract for Electrical work was tabled at the request of Mr. O'Connell. Mr. Gross will research the billing time origin portion of the bid spec.

A discussion arose among the Board regarding item #7, the bid for the work associated with the Surveillance/Alarm System:

- Costs in the current year and prior years have fluctuated. In prior years the cost for this service was \$70,000 while this year it was \$26,000. Make sure the bid compares apples to apples with respect to prior vendors.

- The current vendor did not submit a bid. There is a \$3.00 difference in the bid amount from the winning bidder theand bidder that was second.
- The current year’s bill is lower due to the fact that district employees are able to fix problems without calling the contractor in.
- If the hourly rate portion of a bid can be bid separately. Normally, the bids can not be separated and awarded to different vendors based on total cost and hourly rates.
- These types of services are not professional services and need to be bid.
- Bids are solicited through advertisements in the newspaper.

Mr. Kenny requested that item #7, the awarding of the contract for Surveillance/Alarm services be tabled.

A. BUSINESS OPERATIONS

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

May, 2009, Hand Checks	\$	0
April, 2009, Payroll		3,469,650.00
May, 2009, Bills List		

2. **Transfer of Funds for April, 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 April, 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 April, 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 **April, 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 **April 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. Awarding a Contract for Electrical Work on a Time and Materials Basis

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (the "Board") solicited bid proposals for electrical work on a time and materials basis (hereinafter "the Work"); and

WHEREAS, on April 22, 2009, bid proposals were received and publicly read; and
WHEREAS, in accordance with the bid solicitation, the Board sought prices for:

- A. Journeyman hourly rate;
- B. Journeyman overtime rate;
- C. Helper hourly rate;
- D. Helper overtime rate;
- E. Total Value; together with
- F. Materials discount stated as a percentage off list price; and

WHEREAS, the Board has determined that the lowest responsive and responsible bidder for the Work is Sal's Electric Company, Inc., 83 Fleet Street, Jersey City, New Jersey, awarded as follows:

A.	Journeyman hourly rate:	\$71.02
B.	Journeyman overtime rate:	\$106.53
C.	Helper hourly rate:	\$24.85
D.	Helper overtime rate:	\$36.22
E.	For a Total Value:	\$238.62; together with
F.	30% materials discount off list price;	

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby awards the Contract for work in the above-referenced rates and amounts to Sal's Electric Company, Inc., for a term beginning July 1, 2009 to June 30, 2010;

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

6. Awarding a Contract for Energy Management System Service and Pneumatic Controls Service

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (the "Board") solicited bid proposals to secure a service contract for the Turn key Johnson Metasys Authorized Building Control Specialist (ABCS) representative to maintain and service the above system as well as providing for maintenance at the PQ Energy System in place within the District (hereinafter "the Work"); and

WHEREAS, on April 22, 2009, bid proposals were received and publicly read; and
WHEREAS, the Board has determined that the lowest responsive and responsible

bidder for the Work is ATC Systems, Inc., 207 Blackford Avenue, P.O. Box 310, Middlesex, New Jersey for a one year award in the amount of Fifty-five Thousand Six Hundred Dollars (\$55,600) together with a materials discount rate off list price of 30%;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby awards the Contract for work in the above-referenced rates and amounts to ATC Systems, Inc., for a term beginning July 1, 2009 to June 30, 2010;
 BE IT FURTHER RESOLVED that the District professional staff take any and all action necessary to effectuate the purposes of this Resolution.

7. Awarding of Contract for Work Associated With Repair, Placement and/or Replacement of Surveillance/Alarm System Equipment from July 1, 2009 to June 30, 2010.

WHEREAS, the Matawan-Aberdeen Regional Board of Education (the “Board”) solicited bid proposals for work in accordance with specifications prepared to repair, replace and/or add surveillance/alarm system equipment at District facilities (hereinafter “Work”); and

WHEREAS, on April 22, 2009, bid proposals were received and publicly read; and
 WHEREAS, in accordance with the bid solicitation, the Board sought prices for:

- A. Total monthly monitoring;
- B. Panel monitoring;
- C. Cost of labor per hour for weekdays;
- D. Cost of labor per hour for weekends and holidays;
- E. Total value;
- F. Material discount stated as a percentage off list price; and

WHEREAS, the lowest responsive and responsible bidder for the Work is Garden State Fire and Security Alarm Company, Inc., 144 Lower Main Street, Aberdeen, New Jersey, awarded as follows:

- A. Total monthly monitoring for all locations: \$240.00;
- B. Panel Monitoring: \$0.00;
- C. Cost of labor per hour for weekdays: \$90.00;
- D. Cost of labor for per hour weekends and holidays: \$140.00;
- E. Total value of \$470.00; together with;
- F. Material discount stated as a 20% discount off list price; and

NOW, THEREFORE BE IT RESOLVED that the Board of Education hereby awards the Contract for Work in the above-referenced values and amounts to Garden State Fire and Security Alarm Company, Inc., for a term beginning July 1, 2009 to June 30, 2010;
 BE IT FURTHER RESOLVED that the District professional staff take any and all action necessary to effectuate the purposes of this Resolution.

8. RESOLUTION AWARDING A CONTRACT FOR BOILER CLEANING AND REPAIR FOR THE 2009-2010 SCHOOL YEAR renewal year option

- Ms. Irons was congratulated for keeping the cost the same for the current year.

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (“Board”) previously solicited bid proposals for (Boiler Cleaning and Repair) (the “Work”); and

WHEREAS, on May 14, 2008, bid proposals were received and publicly read; and

WHEREAS, in accordance with the bid solicitation, the Board sought prices for a single overall contract, together with prices to renew the contract for the following (two years), should the Board wish to entertain that option; and

WHEREAS, on May 14, 2008, the Board found that the lowest responsive and responsible bidder for the Work was (Allied Boiler Repair Corporation, of Toms River, New Jersey), and voted to accept its bid proposal, inclusive of the Board's option to renew the contract at the prices contained in the bid proposal, and

WHEREAS, the bid proposal of (Allied Boiler Repair Corporation) provides an option to renew the contract for the 2009-2010 school year for a total amount of \$12,250.00.

Mechanic Hourly Rate	\$75.00
Mechanic OT Rate	\$112.50
Apprentice Hourly Rate	\$65.00
Apprentice OT Rate	\$97.50
Boiler Cleaning Rate	\$11,900.00

NOW, THEREFORE, BE IT RESOLVED that the Matawan-Aberdeen Regional School District Board of Education hereby awards a renewal Contract for Work in the above-referenced amount to (Allied Boiler Repair Corporation); and

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

B. TRANSPORTATION

Ms. Irons reviewed the transportation agenda.

- Went out for transportation bids earlier than in previous years for the 2009/2010 school year.
- The level of contractors that bid was very high with a large amount of diversity among bidder.
- The vendors that bid are companies and not individuals
- The MAST bid was completed separately this year so there would not be a logistical problem like there was last year with students meeting at Lloyd Road.
- Buses do not use preprogrammed GPS devices and requiring bus companies to have them is not part of the bid process.
- Bus companies are required to perform background checks on the drivers they hire.

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 2008-2009 School Year.

<i>RTE.#</i>	<i>DESTINATION(S)</i>	<i>HOST</i>	<i>JOINER</i>	<i>#OF DAYS</i>	<i>JOINER PER DIEM</i>	<i>EFF. DATE</i>	<i>COST</i>
8219	Academy Learning Center-So.Amboy	MOESC	MARSD 1 student	72	\$128.10 w/aide	3/4/09- 6/30/09	\$9,223.20
						TOTAL	\$9,223.20

RATIONALE: All students on these routes require transportation as per his/her Individualized Education Program and/or as per N.J.S.A. 18A:39-1 or Board of Education guidelines

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN

b. Bid Routes for the 2008-2009 School Year.

<i>RTE. #</i>	<i>DESTINATION(S)</i>	<i>CONTRACTOR</i>	<i># OF DAYS</i>	<i>PER DIEM</i>	<i>EFFEC. DATE</i>	<i>COST</i>
623	Marlboro Early Learning Center	Milu Bus Service	47	\$148.00 w/aide	4/21/09- 6/30/09	\$6,956.00
					TOTAL	\$6,956.00

RATIONALE: All students on these routes require transportation as per his/her Individualized Education Program and/or as per N.J.S.A. 18A:39-1 or Board of Education guidelines.

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN

c. Bid Receipts for Pupil Transportation Routes – Received April 22, 2009

THE SUPERINTENDENT RECOMMENDS: That the Board of Education receive Pupil Transportation Route Bids as per

d. Bid Routes for the 2009-2010 School Year.

<i>RTE. #</i>	<i>DESTINATION</i>	<i>CONTRACTOR</i>	<i># OF DAYS/ TRIPS</i>	<i>PER DIEM/ TRIP</i>	<i>EFFEC. DATE</i>	<i>COST</i>
SRA 54-1	Within Monmouth Middlesex County	Milu	30	\$225.00	9/1/09- 6/30/10	\$6,750.00
<i>RTE.</i>	<i>DESTINATION</i>	<i>CONTRACTOR</i>	<i># OF</i>	<i>PER</i>	<i>EFFEC.</i>	<i>COST</i>

#			DAYS/ TRIPS	DIEM/ TRIP	DATE	
SRA 54-1	Within Monmouth County or Middlesex County	Unlimited	20	\$257.00	9/1/09- 6/30/10	\$5,140.00
SRA 54-1	Within Monmouth County or Middlesex County	Fariello	10	\$300.00	9/1/09- 6/30/09	\$3,000.00
SRA 24-1	Within Monmouth County or Middlesex County	Milu	5	\$225.00	9/1/09- 6/30/10	\$1,125.00
SRA 24-1	Within Monmouth County or Middlesex County	Unlimited	3	\$272.90	9/1/09- 6/30/10	\$818.70
SRA 24-1	Within Monmouth County or Middlesex County	Seman-Tov	2	\$325.00	9/1/09- 6/30/10	\$650.00
SRA 54-2	Within Union County, Somerset County, Ocean County or Mercer County	Milu	30	\$248.00	9/1/09- 6/30/10	\$7,440.00
SRA 54-2	Within Union County, Somerset County, Ocean County or Mercer County	Unlimited	20	\$327.00	9/1/09- 6/30/10	\$6,540.00
SRA 54-2	Within Union County, Somerset County, Ocean County or Mercer County	Negba	10	\$333.00	9/1/09- 6/30/10	\$3,330.00
SRA 24-2	Within Union County, Somerset County, Ocean County or Mercer County	Milu	5	\$248.00	9/1/09- 6/30/10	\$1,240.00
SRA 24-2	Within Union County, Somerset County, Ocean County or Mercer County	Unlimited	3	\$324.30	9/1/09- 6/30/10	\$972.90
SRA 24-2	Within Union County, Somerset County, Ocean County or Mercer County	Seman-Tov	2	\$365.00	9/1/09- 6/30/10	\$730.00
SRA 54-3	Other within NJ	Milu	10	\$248.00	9/1/09- 6/30/10	\$2,480.00
SRA	Other within NJ	Negba	5	\$359.00	9/1/09-	\$1,795.00

54-3					6/30/10	
RTE. #	DESTINATION	CONTRACTOR	# OF DAYS/ TRIPS	PER DIEM/ TRIP	EFFEC. DATE	COST
SRA 54-3	Other within NJ	Unlimited	2	\$362.00	9/1/09- 6/30/09	\$724.00
SRA 24-3	Other within NJ	Milu	2	\$248.00	9/1/09- 6/30/10	\$496.00
SRA 24-3	Other within NJ	Fariello	1	\$325.00	9/1/09- 6/30/10	\$325.00
SRA 24-3	Other within NJ	Unlimited	1	\$358.80	9/1/09- 6/30/10	\$358.80
SRA 54-4	Outside NJ	Negba	6	\$399.00	9/1/09- 6/30/10	\$2,394.00
SRA 54-4	Outside NJ	Fariello	4	\$500.00	9/1/09- 6/30/10	\$2,000.00
SRA 54-4	Outside NJ	Irvin Raphael	4	\$550.00	9/1/09- 6/30/10	\$2,200.00
SRA 24-4	Outside NJ	Fariello	2	\$475.00	9/1/09- 6/30/10	\$950.00
SRA 24-4	Outside NJ	Irvin Raphael	1	\$550.00	9/1/09- 6/30/10	\$550.00
SRA 24-4	Outside NJ	Milu	1	\$600.00	9/1/09- 6/30/10	\$600.00
SRA 54-5	Athletic Shuttle 1-way Destinations	Milu	60	\$70.00	9/1/09- 6/30/10	\$4,200.00
SRA 54-5	Athletic Shuttle 1-way Destinations	Seman-Tov	30	\$120.00	9/1/09- 6/30/10	\$3,600.00
SRA- 54-5	Athletic Shuttle 1-way Destinations	Unlimited	15	\$132.80	9/1/09- 6/30/10	\$1,992.00
635	Children's Center of Monmouth Co.	KinderGlide	217	\$162.50 w/aide	7/1/09- 6/30/10	\$35,262.50
636	Children's Center of Monmouth Co.	KinderGlide	217	\$177.00 w/aide	7/1/09- 6/30/10	\$38,409.00
637	Academy Learning Center	Durham	214	\$225.00 w/aide	7/1/09- 6/30/10	\$48,150.00
638	Lakeview	Milu	210	\$297.00 w/aide	7/1/09- 6/30/10	\$62,370.00
639	Lakeview	Milu	210	\$297.00 w/aide	7/1/09- 6/30/10	\$62,370.00

640	St. John Vianney/ St. Benedict	Milu	180	\$200.00	9/1/09- 6/30/10	\$36,000.00
RTE.	DESTINATION	CONTRACTOR	# OF DAYS/ TRIPS	PER DIEM/ TRIP	EFFEC. DATE	COST
641	MAST	Durham	180	\$168.50	9/1/09- 6/30/10	\$30,330.00
					TOTAL:	\$375,292.90

RATIONALE: All students on these routes require transportation as per his/her Individualized Education Program and/or as per N.J.S.A. 18A:39-1 or Board of Education guidelines.

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (the “Board”) solicited bid proposals for Pupil Transportation Routes for the 2009-2010 School Year, Bid No. 09SRA; and

WHEREAS, on April 22, 2009, Bid Proposals were received and publicly read; and

WHEREAS, in accordance with the Bid Solicitation the Board sought rates for Routes/Contract Numbers including the cost of liability insurance on a per trip basis for School Related Activities for the 2009-2010 School Year, specifically Routes/Contract Nos: SRA54-1, SRA54-2, SRA54-3, SRA54-4, SRA24-1, SRA24-2, SRA24-3, and SRA24-4; and

WHEREAS, in accordance with the bid solicitation, the Board will award each Route/Contract No. to the three lowest responsive and responsible bidders; and

WHEREAS, in accordance with the materials received from the bidders/vendors, the Board has made the following findings of fact:

With regard to Route SRA54-4, the second purported low bidder in the amount of \$450.00 was Wehrle Bus Service; however, Wehrle Bus Service failed to provide documentation concerning insurance coverage. The Bid Specifications in relevant part required bidders to:
Bidders will be required to provide, with the bid, evidence of their ability to obtain the required insurance coverage.

Wehrle failed to provide the necessary documentation concerning insurance coverage with its bid.

2. Wehrle was also the purported second low bidder at a value of \$85.00 per Route/Contract No. SRA54-5. The same deficiency noted with regard to SRA54-4 was present in Wehrle’s bid submission on Route SRA54-5. Accordingly, on both routes, Wehrle Bus Service’s bid submissions were deemed nonresponsive.
3. The Board finds that the documentation concerning insurability is a nonwaivable, material requirement of the bid materials.
4. Upon finding the bid deficiency noted, bids were reconsidered to allow the next lowest responsive and responsible bidder to be considered within Route/Contracts SRA54-4 and SRA54-5, resulting in the awards as set forth; and

WHEREAS, the three lowest responsive and responsible bidders for each Route/Contract on a per trip value:

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby awards the contract for pupil services for the above-referenced Routes/Contract Numbers in the amounts designated hereinabove for the 2009-2010 School Year;

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

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (the “Board”) solicited bid proposals for Student Transportation Services to and from school for the 2009-2010 school year, Bid Number 09B; and

WHEREAS, on April 22, 2009, Bid Proposals were received and publicly read; and

WHEREAS, in accordance with the Bid Solicitation, the Board sought per diem rates for routes/contract numbers inclusive of the cost of liability insurance for each day the school was in session for the 2009-2010 school year; specifically, the following routes/contract numbers: 635, 636, 637, 638, 639, 640 and 641; and

WHEREAS, the lowest responsive and responsible bidder(s) for each route:

NOW, THEREFORE, BE IT RESOLVED that the Board of Education hereby awards the Contract for Transportation Services, Bid Number 09B, for the above-referenced routes/contract numbers in the amounts designated hereinabove, for the 2009-2010 school year;

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

e. Maintenance and Repair of Vehicles

- Rejecting this bid because of material deficiencies. Aberdeen Light Truck wrote a letter to Ms. Irons stating they could not afford the bond. Does the Board want to rebid and not require the bond?
- The bond guarantees the price of the contract should the vendor go out of business.
- If for some reason the bidding company goes out of business, specifically in this case, the Board’s assets, the buses are not protected.
- Mr. Gross stated it is more advantageous for the district to require vendors to have the performance bond, especially with the current economic times
- The Board’s policy should be consistent.

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (the “Board”) is committed to obtaining a service provider for maintenance and repair of the District’s vehicles (the “Project”); and

WHEREAS, sealed bids for the project were received on April 22, 2009; and

WHEREAS, the Board makes the following findings of fact:

1. In answer to its bid solicitation, the Board received responses from the following vendors: Irvin Raphael, Inc., Aberdeen Light Truck Service, Inc. and Fords National Auto Mart, Inc.
2. A review of each of the responders’ materials revealed that certain deficiencies precluded designation of any one vendor as a responsive and responsible bidder. Specifically:
 - A Irvin Raphael, Inc. failed to have on staff an ASE Certified Mechanic and its repair garage/shop was beyond the distance designated within the Bid Specifications;
 - B. Aberdeen Light Truck Service, Inc. failed to submit a Consent of Surety providing adequate assurance that Performance Bonds would be issued upon the awarding of the Contract;
 - C. Fords National Auto Mart, Inc.’s garage/repair shop was beyond the distance designated within the Bid Specifications.
3. The deficiencies identified within the bid materials are deemed material and nonwaivable by the Board of Education.
4. The Board finds that based upon the bid responses received on April 22, 2009, no one bidder could be deemed the lowest responsive and/or responsible bidder;

NOW, THEREFORE, BE IT RESOLVED that the bids associated with the Project are hereby rejected by the Board;

BE IT FURTHER RESOLVED that the work associated with the Project be rebid in accordance with N.J.S.A. 18A:18A-1 *et seq.*;

BE IT FURTHER RESOLVED that District professionals and staff take any and all action necessary to effectuate the purposes of the Board’s resolution in this matter.

- Board members were once told no bus companies would bid on Matawan routes, so this is nice to see.
- Question regarding the appropriation transfer to the Board of Education member travel account. This transfer was done to reverse a previous transfer from this account. Transfers are not allowed from the travel accounts.
- The cost of having a Board of Education meeting.
- Possibility that the Board going paperless.

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN

X. 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.

Mr. Selma, Lloyd Road,

- Reviewed some studies regarding sleep deprivation of students who get up early to go to school. The information was included in handouts given to Board Members.

XI. OLD BUSINESS

Dr. Delaney questioned if in the past giving compensation time to teachers who were chaperones and tour guides took away from instruction time of the students. Mr. Glastein stated it did interfere with instruction time. Dr. Delaney asked what the motivation behind that policy was to which Mr. Glastein stated he did not know.

Mr. Gross wanted to reiterate that teachers are not paid in cash but by check.

Mr. O'Connell wants administration to do an analysis regarding changing the start time of school and from an operational perspective, what changes would need to take place and the cost associated with them.

XII. NEW BUSINESS

Mr. Warren received a copy of a letter Dr. O'Malley received from the Department of Education regarding certification of employees. Mr. Warren asked if this information is subject to OPRA laws. Mr. Gross stated that the letter can be discussed publicly unless it names specific employees. Discussions about specific employees can only be raised in executive session.

Mr. Warren inquired if policies are in place that verifies all personnel are properly certified. Dr. O'Malley stated there is a process a new hire goes through to verify their certification. Dr. O'Malley can not give Mr. Warren assurances that all employees hired years ago are properly certified. The Board may give a specific position a job description that either raises or lowers the qualification to hold that position.

Mr. Warren asked if administrative hearings are public, such as in the case of employee grievances. Mr. Gross answered that in grievance hearing transcripts are not maintained. Hearings that include the Commissioner of Education most likely do have transcripts that will be public knowledge.

Mr. Warren wants to recommend that there be additional Board committees. Mr. Kenny agreed and was bringing this idea to the Board. Some of the ad hoc committees would

include facilities, curriculum, personnel, business development and technology and would be informal in nature. Committees would report information and recommendations to Mr. Kenny and to the Committee of the Whole.

Mr. Warren wants the process of rewriting the District's mission statement to begin with one possible statement being "to build scholars and leaders." Mr. Kenny appointed Dr. Gambino to develop a new mission statement and a new vision statement. Dr. Gambino stated he welcomes other Board members to work with him.

Mr. O'Connell requests a Community Relations Committee and Ms. Rubino agreed that such a committee needs to exist.

Ms. Rubino does not see the difference between the Committee of the Whole and the sub-committees except being more informal. Kenny said the Committee of the Whole would supplement the other meetings and would allow him to get the input of other Board members.

Mr. Kenny addressed the Board workshop which he would like to hold in July. Dr. O'Malley stated it could be held in June as well. Ms. Hayward clarified that it would be held on a weekend. Mr. Kenny would like Ms. Irons to poll Board members on possible dates.

Mr. Kenny stated he had received a letter requesting to rename the auditorium after an individual. The Board should formulate a policy on how to show gratitude to individuals within the district. It should be a step by step process and he proposes to develop a policy and then the guidelines to meet that policy.

Mr. Kenny stated new policies should be adopted by the Board. The new policies should be reviewed by Board members so they are able to be discussed at a future meeting. The policies need to be adopted for QSAC. Dr. Delaney verified the district policies were written by Strauss Essmay.

Mr. O'Connell would like to form 3 policy committees. Mr. Kenny stated he believes this will cause the Board to do work twice because each member may want to review the policies for themselves. Mr. O'Connell thinks it's dangerous to adopt policies in their entirety.

XIII.EXECUTIVE SESSION

The Board went into Executive Session for Personnel Matters at **10:48 PM.**

XIV.ADJOURNMENT

A motion by Ms. Rubino, seconded by Ms. Hayward.

RECOMMEND: That the meeting be adjourned. The public portion of the Regular Action meeting adjourned at **10:45 PM.**

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN
	7		2	
			Ruprecht, Donaghue - (Left Meeting at 10:40 PM)	

Respectfully submitted,



Susan A. Irons
Business Administrator/Board Secretary

**APPROVED STAFF TRAVEL 2008 - 2009
MAY 18, 2009**

NAME	BUILD	DATES	LOCATION	TITLE	REGIS. FEE	MILEAGE MAX	MISC.	LODGING	MEALS	TOTAL	SUB YES/NO
Bauwens, Gail	HS	06/13/09 to 06/20/09	Birmingham, AL	National Forensic League- Championship Tournament	\$290.00	Airfare \$758.40	\$200.00	\$770.53	\$663.00	\$2,681.93	YES
Buonomo, Teresa	MA	08/11/09	Rutgers University	Math/Science/Tech Center-NJASK 5/6	\$140.00	\$9.84	X	X	X	\$149.84	NO
D'Onofrio, Dawn	HS	06/04/09	Mercerville, NJ	NJ State Interscholastic Athletic Assoc.	\$50.00	X	X	X	X	\$50.00	NO
Schwartz, Sandra	CL	06/10/09	Eatontown, NJ	Passive Restraints	\$75.00	X	X	X	X	\$75.00	NO
Turner, Sam	HS	07/21/09	Long Branch, NJ	Statewide Driver Education Forum	X	\$9.17	X	X	X	\$9.17	NO

Personnel Attachment 1
Summer Program 2009
May 18, 2009 Board of Education Meeting

Special Education Extended Year Program

Special Education Self-Contained Classes

#	Position	Staff	Activity	Max Hours	Cost/Hr	Total Cost	School
1	Special Education Teacher Kathleen Casserly (Sandra Rocco Rescission)	1		120 Each	\$40.00	\$14,400.00	CP
5	Special Education Teacher Vacant	1	SE Classes (4)	150 Each	\$40.00	\$24,000.00	District Wide
7	Instructional Assistant Donna Peraza	1	MARSD Student/Holmdel Summer Program	90 Each	\$16.00	\$1,440.00	CO
12	Wilson Reading Teacher Vacant	1	Middle School	30 Each	\$40.00	\$1,200.00	MS
17	Special Education Teacher Vacant	1	In-Class Support – Grade 5	50 Hours Each	\$40.00	\$2,000.00	District Wide
18	Psychologist Vacant	3	CST Evaluations	60 Cases Shared	\$245.00 Per Case	\$14,700.00	District Wide
23.1*	Teacher – HS Special Education Vacant	1	5 hours per week x 8 weeks	40 Each	\$40.00 Per Hour	\$1,600.00	HS
23.2*	Teacher – Teacher of Deaf Vacant	1	4 hours per day x 8 weeks	160 Each	\$40.00 Per Hour	\$6,400.00	LR

High School

31	<u>Summer Theater Nurse</u> Donna Godowski Cathy Mallozzi (Shared)	2	Summer Theater	103 Shared	\$40.00	\$4,120.00	HS
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ESL

38	<u>ESL Teacher</u> Asma Alli (Isabel Spaur Rescission)	1	Summer MAC Testing - Testing new students who enter district with Home Language Surveys indicating other than English	20 Each	\$40.00	\$800.00	District Wide
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Personnel Attachment 1

Summer Program 2009
May 18, 2009 Board of Education Meeting

Elementary Curriculum Writing/Development

53	<u>Social Studies Curriculum Writing – Grade 3</u> Vacant	2	Social Studies Curriculum Guide	30 each	\$20.00	\$1,200.00	CO
55	<u>Social Studies Curriculum Writing – Grade 5</u> Vacant	1	Social Studies Curriculum Guide	30 Each	\$20.00	\$1,200.00	CO

Middle School Curriculum Writing/Development

74	<u>Social Studies Grade 8</u> Helen Bebel (Nancy McInerney/ Kristen O'Connor Rescission)	2	Includes curriculum revisions to njcccs and benchmark assessments	10 Each	\$20.00	\$400.00	CO
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