

Englishtown, New Jersey
May 22, 2018

The Manalapan-Englishtown Regional Board of Education in the County of Monmouth, State of New Jersey, convened on May 22, 2018 at 7:30 p.m., for a Regular Action Meeting. This meeting was held at the Administration Building, 54 Main Street, Englishtown, New Jersey.

This meeting was called to order by the Board President, Dotty Porcaro.

Roll call showed the following Board Members in attendance:

Gerald Bruno, Annamarie Galante, Brian Graime, Janet Lewis, Christine Parisi, Dotty Porcaro, Joanne Schechter, Lori Semel, Joe Tringali

Also in attendance:

John J. Marciante, Jr., Ph.D., Superintendent
Veronica Wolf, Business Administrator/Board Secretary
Nicole Santora, Ed.D., Assistant Superintendent for Curriculum and Human Resources
Shannon Barth, Manager of Human Resources

OPENING STATEMENT

Statement is hereby made that adequate notice of this meeting was given by:

1. The prominent posting of said notice in all district schools and other public places.
2. The mailing and/or hand delivery of said notice to the designated newspapers, Asbury Park Press and News Transcript and The Manalapan Patch.
3. Filing with the Clerk of Manalapan Township and the Clerk of Englishtown Borough.

EXECUTIVE SESSION

Motion by Mr. Bruno, seconded by Mrs. Porcaro, and unanimously approved by roll call vote the following resolution:

WHEREAS, section 7(b) of chapter 231, laws of 1975, provides that the public may be excluded from any portion of a public meeting to discuss matters that fall within one or more of the exemptions contained in said law;

NOW, THEREFORE, be it resolved that this meeting adjourn to closed session at 7:31 p.m. for the purpose of discussing:

1. Personnel - Interview - Director of School Safety and Security/Attendance

BE IT FURTHER RESOLVED that this meeting will reopen after the closed session and further action of the board may be taken before the board adjourn for the evening;

BE IT FURTHER RESOLVED that the results of such discussion will be disclosed to the public as soon as the matter of confidentiality has been terminated.

OPEN SESSION

Motion by Mrs. Lewis, seconded by Mr. Tringali, and unanimously approved by roll call vote to open the meeting at 8:01 p.m.

FOR THE BOARD'S INFORMATION

1. Dance-A-Thon Fundraiser - Taylor Mills School

The YMCA of Western Monmouth County held a Dance-A-Thon fundraiser with their after care facilities raising over \$2,000! The After Care Site that had the most participation and came in first place was Taylor Mills School. They were awarded the coveted Mirror Ball Trophy and will be rewarded with an ice cream party to celebrate their efforts. The funds raised will go directly into the YMCA's financial assistance fund to help families take advantage of the before and after school care. We are really proud of the efforts and generosity these families gave. Thank you to all who donated!

ADMINISTRATION

Motion by Mrs. Lewis, seconded by Mrs. Porcaro, and approved by roll call vote the following item:

1. Donation - Taylor Mills School

A donation from America Burma Buddhist in the amount \$100.00 for the use of the parking lot at Taylor Mills.

We would like to thank America Burma Buddhist for their generous donation.

ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante, Mr. Graime, Mrs. Lewis,
Mrs. Parisi, Mrs. Porcaro, Mrs. Schechter, Mrs. Semel,
Mr. Tringali

NAYS : None

ABSENT : None

REORGANIZATION

Motion by Mrs. Schechter, seconded by Mr. Graime, and approved by roll call vote the following items:

1. Open Public Meetings Act

Open Public Meetings Act – Establish Meeting Dates, Time and Place

RESOLVED that the Manalapan-Englishtown Regional Board of Education, pursuant to Chapter 231, PAL. (Open Public Meetings Act) does hereby proclaim that the public meetings of the Board of Education will be held in the Manalapan-Englishtown Regional Board of Education Conference Room, Peter M. Friedman Administration Building, 54 Main Street, Englishtown, New Jersey 07726, at 7:30 p.m., as set forth below unless indicated otherwise:

BE IT FURTHER RESOLVED that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary

BE IT FURTHER RESOLVED that the Board of Education does hereby designate the Asbury Park Press and News Transcript as official newspapers to receive notices of meetings; and

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted in the Manalapan-Englishtown Regional Board of Education Administration Office and posted on the District website.

BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED that, in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than three (3) minutes per individual.
- The Board vests in its president, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

BE IT FURTHER RESOLVED that individuals or organizations desiring notification of Board Meetings shall request such notification through the Board Secretary's Office and be charged an annual fee of \$25.00, paid in advance.

BE IT FURTHER RESOLVED that the Board of Education will meet on the following dates:

| Date | Type of Meeting | Time | Location |
|--------------------|---|------------------|------------------------|
| July 10, 2018 | Committee of the Whole Meeting | 7:30 p.m. | 54 Main Street |
| July 24, 2018 | Regular Action Meeting | 7:30 p.m. | 54 Main Street |
| August 7, 2018 | Committee of the Whole Meeting | 7:30 p.m. | 54 Main Street |
| August 21, 2018 | Regular Action Meeting | 7:30 p.m. | 54 Main Street |
| September 4, 2018 | Committee of the Whole Meeting | 7:30 p.m. | 54 Main Street |
| September 18, 2018 | Regular Action Meeting | 7:30 p.m. | 54 Main Street |
| October 2, 2018 | Committee of the Whole Meeting | 7:30 p.m. | 54 Main Street |
| October 16, 2018 | Regular Action Meeting | 7:30 p.m. | 54 Main Street |
| November 6, 2018 | Committee of the Whole Meeting | 7:30 p.m. | 54 Main Street |
| November 20, 2018 | Regular Action Meeting | 7:30 p.m. | 54 Main Street |
| December 4, 2018 | Committee of the Whole Meeting | 7:30 p.m. | 54 Main Street |
| December 18, 2018 | Regular Action Meeting | 7:00 p.m. | Clark Mills School |
| January 8, 2019 | Annual Reorganization Board Meeting | 7:30 p.m. | 54 Main Street |
| January 22, 2019 | Regular Action Meeting | 7:00 p.m. | Milford Brook School |
| February 5, 2019 | Committee of the Whole Meeting | 7:30 p.m. | 54 Main Street |
| February 19, 2019 | Regular Action Meeting | 7:30 p.m. | 54 Main Street |
| March 5, 2019 | Committee of the Whole Meeting – Permanent Art Collection Presentation and Budget Workshop ** | 7:30 p.m. | Wemrock Brook School |
| March 12, 2019 | Regular Action Meeting - Tentative Budget Adoption ** | 7:30 p.m. | 54 Main Street |
| March 19, 2019 | Regular Action Meeting | 7:30 p.m. | 54 Main Street |
| April 9, 2019 | Committee of the Whole Meeting | 7:30 p.m. | 54 Main Street |
| April 16, 2019 | Regular Action Meeting | 7:00 p.m. | Pine Brook School |
| May 7, 2019 | Regular Action Meeting - Public Hearing and Adoption of the 2019-2020 Budget ** | 7:30 p.m. | 54 Main Street |
| May 21, 2019 | Regular Action Meeting – Superintendent Evaluation and Board Self Evaluation | 7:00 p.m. | Lafayette Mills School |
| June 4, 2019 | Committee of the Whole Meeting - Evening of Excellence | 7:00 p.m. | Wemrock Brook School |

| Date | Type of Meeting | Time | Location |
|---------------|---|-----------|--------------------|
| June 11, 2019 | Regular Action Meeting - Evening of Appreciation | 7:00 p.m. | Clark Mills School |
| June 25, 2019 | Regular Action Meeting | 7:30 p.m. | 54 Main Street |

**** Subject to change based on statutory requirements and the 2019-2020 School Election and Budget Procedures Calendar.**

2. Adoption of Official Newspapers

To authorize the Asbury Park Press be adopted as the Official Newspaper to be used for the advertisement of meetings and legal ads and all other necessary public notifications through June 2019. Further authorize that Meeting Notices and other advertisements be published in the News Transcript as needed.

3. Parliamentary Procedures

To adopt Robert's Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the Board Secretary and Board Attorney to act as the parliamentarians through June 2019.

4. Approval of Depositories

The following item:

RESOLVED that the below listed Financial Institution, Fund and Corporation be designated as approved depositories for the Manalapan-Englishtown Regional Board of Education funds and that the Financial Institutions be required to be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes:

Approval of Depositories:

PNC Bank
Bank of New York
New Jersey Cash Management

BE IT FURTHER RESOLVED that the Board Secretary and/or the Assistant Board Secretary be authorized to wire transfer Board of Education funds between Board of Education accounts and non-board of education accounts.

BE IT FURTHER RESOLVED that the Board Secretary and/or the Assistant Board Secretary be authorized to enter into agreement/s with the State to allow the State to initiate credit entries to Board of Education accounts in its depositories by automatic deposit/s when appropriate.

BE IT FURTHER RESOLVED that any and all endorsements for or on behalf of this Corporation upon checks, drafts, notes or instruments for deposit or collection made may be written or stamped endorsements of the Corporation without any designation of the person making such endorsements.

BE IT FURTHER RESOLVED that the Board Secretary be authorized on behalf of the Board of Education to change existing account types and establish new Statement Savings, NOW, Special Checking and/or Money Market Investments Accounts in any one or all of the above depositories when in the best interest of the Board of Education

BE IT FURTHER RESOLVED that any funds on deposit in Board of Education accounts be subject to withdrawal at any time upon presentation of warrants, checks, notes, bonds, bond coupons or other instruments or orders for the payment of money when signed, live or facsimile.

BE IT FURTHER RESOLVED that the Board of Education Secretary is hereby authorized to deliver, upon demand, specimen facsimile signatures of required authorities to the above approved depositories.

BE IT FURTHER RESOLVED that the Board Secretary and/or the Assistant Board Secretary be hereby authorized on behalf of the Board of Education to:

- (a) Withdraw from depositories and give receipt for, or authorize depositories to deliver to bearer or to any person designated by the Board Secretary, all or any documents and securities or other property held by the depositories for any purpose, and
- (b) Authorize the depositories to purchase or sell Certificates of Deposit, Repurchase Agreements and other securities, and
- (c) Execute and deliver all instruments required by the depositories in connection with any of the foregoing resolutions and affix thereto the seal of the Corporation.

5. Authorized Signatures

To authorize the signatures for money market, checking and savings accounts as per the attached list.

6. Bank Reconciliations and Treasurer's Reports

To designate the Assistant Business Administrator/Assistant Board Secretary as designee for the purpose of preparing the monthly reconciliation of bank account statements in accordance with N.J.S.A. 18-A:17-9 as amended by P.L. 2012 c39. Further recommend that the monthly reconciliation of bank account statements (the Treasurer's Report) be reviewed and approved by the Superintendent of Schools prior to approval by the Board of Education.

7. Appointment of Representatives Requesting Federal and State Funds

To designate the Superintendent of Schools and the Business Administrator/Board Secretary for the Manalapan-Englishtown Regional Board of Education or their designees as the Board's agents to request state and federal funds under the existing State and Federal Laws for the period from the date of this Organization Meeting to the Board Organization Meeting in the next calendar year.

8. Appointments

The following appointments through June 2019:

| | | |
|----|--|-------------------------------------|
| a. | Board Secretary | Veronica Wolf |
| b. | School Physician | Dr. Jose Lopez |
| c. | Affirmative Action Officer for District and Curriculum | Nicole Santora, Ed.D. |
| d. | 504 Officer | Georgianna Petillo |
| e. | Right-To-Know Contact Person | Vincent Pietrucha |
| f. | Public Agency Compliance Officer | Michael Sloan |
| g. | Affirmative Action Officer for Contracts | Michael Sloan |
| h. | Homeless Liaisons | Georgianna Petillo |
| i. | Americans with Disabilities Act Officer | Shannon Barth |
| j. | Title 9 Officer | Cindy Cimino |
| k. | English as a Second Language Plan | Kimberly DiMarco |
| l. | Indoor Air Quality Officer | Vincent Pietrucha/Ahera Consultants |
| m. | Chemical Hygiene Officer | Vincent Pietrucha |
| n. | Asbestos Officer | Vincent Pietrucha/Ahera Consultants |
| o. | Integrated Pest Management Coordinator | Paul DeMarco |

9. School Funds Investor

To designate the Business Administrator/Board Secretary as the School Funds Investor.

10. Tax Shelter Annuity Companies - Through June 2019

The following companies to provide Tax Shelter Annuity salary reduction agreements through June, 2019.

| |
|------------------------------------|
| Equitable 403(b) and 457 |
| Lincoln Investments 403(b) and 457 |

11. Petty Cash Accounts

To authorize the Board Secretary to establish the following interest petty cash fund accounts for the period of July 1st through June 30th during the next fiscal year in accordance with N.J.S.A.18A:4-15 and :19-13 and Title 6 of the N.J.A.C. 6:20-2.10:

| School/Department | Name | Amount |
|--|---------------------|---------|
| MEMS - Coaches | Robert Williams | \$2,000 |
| MEMS | Robert Williams | \$1,000 |
| Superintendent | John Marciante, Jr. | \$300 |
| Assistant Superintendent | Nicole Santora | \$400 |
| Business Administrator/Board Secretary | Veronica Wolf | \$400 |
| Pupil Personnel Services | Georgianna Petillo | \$300 |
| Transportation | Christine Vastano | \$500 |
| Director of Information Services | Michael Vaccarino | \$200 |
| Clark Mills | Jayme Orlando | \$200 |
| Early Learning Center | Melissa Foy | \$200 |
| Lafayette Mills | Gregory Duffy | \$200 |
| Milford Brook | Jodi Pepchinski | \$200 |
| Pine Brook | Julie Szustowicz | \$200 |
| Taylor Mills | Kerry Marsala | \$200 |
| Wemrock Brook | Rebecca Seery | \$200 |

BE IT FURTHER RESOLVED to establish a maximum single Petty Cash expenditure of \$100 not to be exceeded without prior approval by the Board Secretary.

BE IT FURTHER RESOLVED that each account be replenished within a period of time not to exceed sixty (60) days without prior approval of the Board Secretary.

12. Claims Auditor Pre-Payment Authority

To designate the Business Administrator/Board Secretary as the Board of Education's Claims Auditor with authority, as provided by N.J.S.A. 18A:19-2 amended, to direct pre-payment of claims for Debt Service, Payroll, Fixed Charges and any other claim or demand which would be in the best interest of the Board to pay promptly.

13. Appointment of Representative to County Educational Services Commission

To designate the Superintendent of Schools as the Board representative to the Monmouth-Ocean Educational Services Commission for period from the date of this Organization Meeting to the Organization Meeting in the next calendar year.

14. Fee for Copies of Public Documents

The following resolution:

RESOLVED that the Board of Education hereby establishes a photocopy fee of \$0.05 per page for letter sized pages and smaller; \$0.07 per page for legal sized pages and larger; any electronic records are free of charge (records sent via fax or e-mail); and the actual cost to provide records sent in another medium (records on CD-ROM, DVD or computer disc).

FURTHER, BE IT RESOLVED that all requests for public information which requires employee time shall be provided at the hourly rate of the employee assigned to produce that public information.

15. Adoption of Emergency Management Plan

The emergency procedures described in the official Manalapan-Englishtown Regional Schools Emergency Management Plan as recommended by the Superintendent of Schools.

16. Multi-Year Plans and Manuals

The following multi-year plans and manuals:

| | |
|-----|---|
| (a) | The Long Range Facilities Plan |
| (b) | The Comprehensive Maintenance Plan (2017 – 2019) |
| (c) | The Comprehensive Equity Plan |
| (d) | The Standard Operating Procedures and Internal Control Manual |
| (e) | The District Purchasing Manual |
| (f) | The District Workers' Compensation Manual |

17. Appointment of District Certified Purchasing Agent

The following resolution:

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

WHEREAS, 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (currently \$40,000), may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and

WHEREAS, 18A:18A-37(c). provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$6,000) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution.

NOW, THEREFORE BE IT RESOLVED, that Manalapan-Englishtown Regional Board of Education, pursuant to the statutes cited above hereby appoints Veronica Wolf, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Manalapan-Englishtown Regional Board of Education, and

BE IT FURTHER RESOLVED that Veronica Wolf is hereby authorized to award contracts on behalf of the Manalapan-Englishtown Regional Board of Education that are in the aggregate less than 15% of the bid threshold (currently \$6,000) without soliciting competitive quotations, and

BE IT FURTHER RESOLVED that Veronica Wolf is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the Manalapan-Englishtown Regional Board of Education when contracts in the aggregate exceed 15% of the bid threshold (currently \$6,000) but are less than the bid threshold of \$40,000.

18. State Contract Purchasing Resolution Authorizing the Procurement of Goods and Services through State Agency for the 2018-2019 School Year

The following resolution:

WHEREAS, Title 18A:18A-10 provides that "A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, The Manalapan-Englishtown Regional Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, the Manalapan-Englishtown Regional Board of Education desires to authorize its purchasing agent for the 2018-19 to make any and all purchases necessary to meet the needs of the school district throughout the school year.

NOW, THEREFORE, BE IT RESOLVED that the Manalapan-Englishtown Regional Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors that have State Contracts. The Purchasing Agent shall make known to the Board the Commodity/Service, Vendor and State Contract Number utilized.

19. Custodian of Records - Public Access to Records

The following resolution:

WHEREAS, P.L. 2001, c.404 (C.47:1A-7), known as the Public Access Law, amends and supplements P.L. 1963, c.73.P.L. 1995, c.23 and P.L. 1998, c.17 regarding public access to government records, and

WHEREAS, the law designates that a person be designated as the custodian of a government record, and

WHEREAS, copies of permitted government records must be provided to persons upon written request and upon prepayment of fees prescribed by law or regulation, and

WHEREAS, except as otherwise provided by law or regulation, the fee assessed for the copying of a government record shall be \$0.05 per page for letter sized pages and smaller; \$0.07 per page for legal sized pages and larger; any electronic records are free of charge (records sent via fax or e-mail); and the actual cost to provide records sent in another medium (records on CD-ROM, DVD or computer disc).

NOW, THEREFORE, BE IT RESOLVED that the Board of Education appoints the Business Administrator/Board Secretary as the custodian of government records, and

BE IT FURTHER RESOLVED, that the Manalapan-Englishtown Regional School District approves the attached form for the use of any person, who requests access to a government record, and

BE IT FURTHER RESOLVED, that the fees should be reviewed and approved annually by the Board of Education.

20. Waiver of Coverage - School Employees' Health Benefits Program

The following resolution:

WHEREAS, employees are now permitted to waive their School Employees' Health Benefits Program (SEHBP) medical and prescription coverage provided they have other health care coverage, and

WHEREAS, a State Health Benefits Program Coverage Waiver/Reinstatement Form and Active Employee Health Benefits Application must be submitted through the Human Resources Office to the SEHBP in order to waive SEHBP medical and prescription coverage, and

WHEREAS, to reinstate coverage under the SEHBP, an employee must once again complete a State Health Benefits Program Coverage Waiver/Reinstatement Form and Active Employee Health Benefits Application, and

WHEREAS, the employee must notify the SEHBP within thirty (30) days of the loss of the other coverage and provide proof of loss of that coverage, and

WHEREAS, reinstatement will be effective immediately following the loss of the employee's other health plan coverage,

NOW THEREFORE BE IT RESOLVED, that the Manalapan-Englishtown Regional Board of Education offers the opt out plan to all active eligible employees, and

BE IT FURTHER RESOLVED, those active eligible employees who are eligible for other health care coverage will receive an incentive payment of twenty-five percent (25%) of their plan premium as reduced for any statutorily required contribution had coverage been elected, and

BE IT FURTHER RESOLVED, the incentive payment will be made twice a year on the closest pay date to December 15 and June 15 each year.

The decision of the Manalapan-Englishtown Regional Board of Education to allow its employees to waive coverage, and the amount of incentive to be paid, cannot be subject to the collective bargaining process.

ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante, Mr. Graime, Mrs. Lewis,
Mrs. Parisi, Mrs. Porcaro, Mrs. Schechter, Mrs. Semel,
Mr. Tringali

NAYS : None

ABSENT : None

REORGANIZATION

Motion by Mr. Tringali, seconded by Mrs. Lewis, and approved by roll call vote the following items:

21. Certificate of District Resolution - Cafeteria Plan

The following item:

The undersigned Secretary of Manalapan-Englishtown Regional Board of Education (The District), hereby certifies that the following resolutions were duly adopted by the Board of Education of the School District on February 6, 2001, and that such resolutions have not been modified or rescinded as of the date hereof:

RESOLVED that the form of Cafeteria Plan, effective February 6, 2001, presented to this meeting is hereby approved and adopted and that the proper officers of the District are hereby authorized and directed to execute and deliver to the Administrator of the Plan, one or more counterparts of the Plan.

RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

RESOLVED, that the proper officers of the District shall act as soon as possible to notify the employees of the District of the adoption of the Cafeteria Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

The undersigned further certifies that attached hereto as Exhibits A and B, respectively, are true copies of Manalapan-Englishtown Regional Board of Education- Premium Conversion Plan and the Summary Plan Description approved and adopted in the foregoing resolutions.

22. Flexible Spending - Cafeteria Plan

The following item:

The undersigned Secretary of Manalapan-Englishtown Regional Board of Education (The District), hereby certifies that the following resolutions were duly adopted by the District on May 22, 2001, and that such resolutions have not been modified or rescinded as of the date hereof:

RESOLVED that the form of Cafeteria Plan, effective May 22, 2001, presented to this meeting is hereby approved and adopted and that the proper officers of the District are hereby authorized and directed to execute and deliver to the Administrator of the Plan, one or more counterparts of the Plan.

RESOLVED that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

RESOLVED that the proper officers of the District shall act as soon as possible to notify the employees of the District of the adoption of the Cafeteria Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

23. Premium Conversion Plan - Resolution Summary Plan Description

The following item:

The undersigned Secretary of Manalapan-Englishtown Regional Board of Education (The District), hereby certifies that the following resolutions were duly adopted by the Board of Education of the School District on June 5, 2001, and that such resolutions have not been modified or rescinded as of the date hereof:

RESOLVED that the form of Cafeteria Plan, effective June 5, 2001, presented to this meeting is hereby approved and adopted and that the proper officers of the District are hereby authorized and directed to execute and deliver to the Administrator of the Plan, one or more counterparts of the Plan.

RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

RESOLVED, that the proper officers of the District shall act as soon as possible to notify the employees of the District of the adoption of the Cafeteria Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

The undersigned further certifies that attached hereto as Exhibit B, is a true copy of Manalapan-Englishtown Regional Board of Education Summary Plan Description approved and adopted in the foregoing resolution.

Action: 24. Adoption Agreement 403(b) Deferred Compensation Plan

24. Adoption Agreement 403(b) Deferred Compensation Plan

The Manalapan-Englishtown Regional Board of Education 403(b) Deferred Compensation Plan and Adoption Agreement.

25. Change Order and/or Change Directive Approval Authority

The following resolution:

WHEREAS, the Manalapan-Englishtown Regional Board of Education must approve change orders and/or change directives for additions, renovations and modifications to the schools within the district, and

WHEREAS, the Board of Education may not be able to meet in a timely fashion to approve such change orders and/or change directives.

NOW THEREFORE BE IT RESOLVED that the Board directs the Business Administrator/Board Secretary or designee to review and approve all change orders and/or change directives up to and including \$20,000 while the Board is not in session, and

BE IT FURTHER RESOLVED that all such executed change orders and/or change

directives shall be brought to the Board of Education for ratification at the next available meeting.

26. Workers' Compensation Settlement Approval Authority

The following resolution:

WHEREAS, the Manalapan-Englishtown Regional Board of Education must approve Workers' Compensation Settlements, and

WHEREAS, the Board of Education may not be able to meet in a timely fashion to approve such settlements.

NOW THEREFORE BE IT RESOLVED that the Board directs the Business Administrator/Board Secretary or designee to review and approve all Workers' Compensation settlements up to and including \$20,000 while the Board is not in session, and

BE IT FURTHER RESOLVED that all such executed Workers' Compensation settlements shall be brought to the Board of Education for ratification at the next available meeting.

27. Purchased Professional and Extraordinary Unspecified Services 2018-2019

The resolution whereby the Manalapan-Englishtown Regional Schools authorize the following to conduct business with the Manalapan-Englishtown Regional Schools and designates said providers as either a provider of a professional service (P) or an extraordinary unspecifiable service (EUS), effective immediately through June 30, 2019. The contracts are awarded without competitive bidding in accordance with Public School Contracts Law, N.J.S.A. 18A:18A(a)(1), because it is performed by persons authorized by law to practice a recognized profession.

| Vendor | Price | Service | Type |
|--|-------------------|------------------------------------|-------------|
| Capehart & Scatchard, PC | Hourly | WC Special Counsel | P |
| Capehart & Scatchard, PC | Hourly | WC Legal Defense | P |
| Cleary, Giacobbe, Alfieri, Jacobs, LLC | Hourly | Board Attorney | P |
| Busch Law Group, LLC | Hourly | Special Education Litigation | P |
| Fraytak, Veisz, Hopkins, Duthie, PC | Hourly | Architect of Record | P |
| Lan Associates | Hourly | Environmental Engineering Services | P |
| Jump, Perry & Co., LLP | \$45,000 Annually | Auditing Services | P |
| Phoenix Advisors | \$850 Annually | Continuing Disclosure Bonds | P |
| Ahera Consultants | \$2,700 Annually | Asbestos Management | EUS |
| Ahera Consultants | Hourly | Indoor Air Quality | EUS |
| Strauss Esmay | \$2,495 Annually | Policy Review Services | EUS |

| Vendor | Price | Service | Type |
|--------------------------|---------------------------------|--|------|
| Capehart & Scatchard, PC | Hourly | WC Special Counsel | P |
| PMA Capital Corp. | \$24,100 Annually | Workers' Compensation Third Party Administrators | EUS |
| E2E Exchange, LLC | Not to Exceed \$20,000 Annually | E-Rate Consulting Services | EUS |

28. Trane Summit Electronic Maintenance & Software Upgrades Contract - Second and Final Renewal - Trane Company

The second and final optional renewal of a three year contract for Trane Summit Electronic Maintenance & Software Upgrades with the Trane Company, 4 Wood Hollow Road, Parsippany, NJ 07054. The original contract was awarded on May 24, 2016. The annual lump sum rate for the 2018-2019 school year shall be \$297,913 as per the original bid submitted. A current Political Activity Disclosure Statement is on file in the office of the Business Administrator/Board Secretary.

29. Plumbing Services - Time and Materials Contract - Second and Final Renewal - Central Jersey Mechanical, Inc.

The second and final renewal of a three year contract for Plumbing Services - Time and Materials with Central Jersey Mechanical, Inc., 379 Broadway, Long Branch, NJ 07740. The original contract was awarded on May 24, 2016. The hourly rates for the 2018-2019 school year shall be in accordance with the original bid proposal as follows:

| | 2018-2019 |
|-------------------------------------|-----------|
| Straight Time Rate Per Hour | \$127.00 |
| Time and One Half Rate Per Hour | \$182.00 |
| Double Time Rate Per Hour | \$238.00 |
| Percent Discount Off List for Parts | 12% |

30. Snow Removal Services Contract - Second and Final Renewal - American Snow Removal Services, Inc.

The second and final renewal of a three year contract for Snow Removal Services with American Snow Removal Services, Inc., 824 Route 33, Monroe, NJ 08831. The original contract was awarded on May 24, 2016. The hourly rates for the 2018-2019 school year shall be in accordance with the original bid proposal as follows:

| Type of Vehicle | Hourly Rate |
|---|-------------|
| Small 4-wheel drive w/plow, jeep or pickup | \$145.00 |
| Dump trucks w/plow (mason dump) | \$145.00 |
| 20,000-30,000 GVW | \$165.00 |
| Rubber Tire, front-end loader JD544H or equal | \$250.00 |
| Backhoe (2.5 yard bucket size) | \$200.00 |

| | |
|---|------------|
| Trucks for removal of snow from site | \$180.00 |
| Other Equipment | \$180.00 |
| Staking of all catch basin & curbs (lump sum) | \$5,550.00 |

A current Political Activity Disclosure Statement is on file in the office of the Business Administrator/Board Secretary.

31. Refuse Collection and Recycling Services - Second and Final Renewal - Republic Services of New Jersey, LLC d/b/a Marpal Disposal

The second and final optional renewal of a three year contract for Refuse Collection and Recycling Services with Republic Services of New Jersey d/b/a Marpal Disposal, 1861 Wayside Road, Tinton Falls, NJ. The original contract was awarded on May 24, 2016. The lump sum amount for Refuse and Recycling Services and Roll Off Services for the 2018/2019 school year shall be in accordance with the original bid proposal as follows:

| | |
|--|-------------|
| Lump Sum Refuse and Recycling Services | \$72,372.60 |
| Roll Off Service: | |
| 10 Cubic Yard (cy) | \$225.00 |
| 20 Cubic Yard (cy) | \$225.00 |

A current Political Activity Disclosure Statement is on file in the office of the Business Administrator/Board Secretary.

32. Electrical Repair Services - Time and Materials Contract - Second and Final Renewal - Redmann Electric Co., Inc.

The second and final renewal of a three year contract for Electrical Repairs - Time and Materials with Redmann Electric Co., Inc., 681 Lawlins Road, Unit #90, Wyckoff, NJ 07481. The original contract was awarded on May 24, 2016. The hourly rates for the 2018-2019 school year shall be in accordance with the original bid proposal as follows:

| | |
|-------------------------------------|------------------|
| | 2018-2019 |
| Straight Time Rate per Hour | \$79.95 |
| Time and One Half Rate per Hour | \$119.92 |
| Double Time Rate per Hour | \$159.90 |
| Percent discount off list for parts | 30% |

A current Political Activity Disclosure Statement is on file in the office of the Business Administrator/Board Secretary.

33. Rutgers University Behavioral Health Care - Employee Assistance Program

The renewal of the Employee Assistance Program - Employer Service Agreement between Rutgers University Behavioral Health Care and Manalapan-Englishtown Regional Schools dated July 21, 2010. The scope of services for the upcoming year reflects a 2% increase; other terms and conditions remain as set forth in the original agreement. Based upon the employee count of 780, the total annual fees for the 2018-2019 will be \$18,181.80 for 6-session model EAP.

35. Schedule SV- Support Staff Vehicles

The approval, in accordance with N.J.A.C. 6A:23A-6.11, of the Support Staff Vehicles as per the attached schedule SV. (See attachment)

36. Support Staff Vehicle Pool Assignment

To authorize the assignment of all mechanics and the following personnel to Schedule SV per N.J.A.C. 6A:23A-6.12:

| | | |
|-----------------|-------------------|-------------------|
| David Carpenter | Carlos Gonzalez | Vincent Pietrucha |
| James Weiss | Jose Batista | Mark Surgent |
| Gerald Eldridge | Christine Vastano | |

37. Schedule BF - Bus Fleet

The approval, in accordance with N.J.A.C. 6A:23A-6.11, of the Bus Fleet as per the attached schedule BF.(See attachment)

38. Bus Fleet Assignment

To authorize the assignment of all bus drivers, substitute bus drivers, mechanics, the Transportation Coordinator, the Assistant Transportation Coordinator, and the Transportation Assistant to Schedule BF per N.J.A.C. 6A:23A-6.12.

39. Schedule MV - Maintenance Vehicles Fleet

The approval, in accordance with N.J.A.C. 6A:23A-6.11, of the Maintenance Vehicles Fleet as per the attached schedule MV. (See attachment).

40. Maintenance Fleet Assignment

To authorize the assignment of all mechanics and the following personnel to Schedule MV per N.J.A.C. 6A:23A-6.12:

| | | | |
|-----------------|-----------------|-----------------------|-------------------|
| Michael Boywitt | John Estenes | Greg Iannacone | Aristipo Sandoval |
| James Bradbury | Carlos Gonzalez | Matthew Prioli-Baader | Walter Sottile |
| David Carpenter | John Hudako | Vincent Pietrucha | George Tammaro |
| Carmen Daccurso | John Hussey | William Roehrig | |

41. Maximum Allowable Costs - Policy 2468 Independent Educational Evaluations

The following maximum allowable costs for independent educational evaluations in accordance with Policy 2468 – Independent Educational Evaluations:

| Type of Evaluation | Maximum Cost |
|-----------------------------|--------------|
| Occupational Therapy | \$550.00 |
| Central Auditory Processing | \$550.00 |
| Physical Therapy | \$550.00 |
| Psychological | \$650.00 |
| Social | \$550.00 |
| Learning | \$650.00 |
| Psychiatric | \$650.00 |
| Neurological | \$700.00 |
| Speech | \$550.00 |
| Neurobehavioral | \$2,600.00 |
| Neuropsychological | \$2,600.00 |

42. Facilities Use Fee Schedule - Policy 7510 Use of School Facilities

The current Facilities Use Fee Schedule as per Policy 7510 – Use of School Facilities as follows:

| | All Paying Organizations | For Profit Organizations | Non-Profit Organizations |
|--------------------------------------|--------------------------|--------------------------|--------------------------|
| MEMS Auditorium: | | | |
| Performance (per day) | | \$1,500 | \$150 |
| Rehearsal/Occurrence (per hour) | | \$100 | \$25 |
| Gym or All Purpose Rooms: | | | |
| MEMS Main Gym with Bleachers | | \$1,000 | \$100 |
| MEMS Auxiliary Gym without Bleachers | | \$250 | \$50 |
| MEMS Auxiliary Gym with Bleachers | | \$500 | \$50 |
| All Other Gyms | | \$250 | \$25 |
| Classrooms | | \$100 | \$10 |
| MEMS Dining Room | | \$1,000 | \$100 |
| Utility Surcharges: | | | |
| Classroom (each) | \$5 | | |

| | | | |
|-------------|------|--|--|
| Dining Room | \$30 | | |
| Gyms | \$50 | | |
| Auditorium | \$50 | | |

Usage fees assessed to the Manalapan Recreation Program were modified in the 2016/2017 school year. The current fee structure limits their use to approximately eighty percent of available facilities. The Township Recreation Program fee is \$23,184 per year and is billed quarterly in October, January, April, and July.

43. Interlocal Services Paving Agreement - Manalapan Township Public Works Department

To memorialize the existing Interlocal Services Paving Agreement between the Manalapan-Englishtown Regional Board of Education and the Township of Manalapan for the provision of paving services by the Township Department of Public Works. In accordance with the agreement, the Board agrees to bear the cost for the rental of necessary paving equipment and materials which will be purchased from vendors authorized by the Township Committee. The Township will provide labor and trucking for the agreed upon projects. The Paving Agreement has been reviewed and found to be satisfactory by the Board Attorney and the District's Insurance Consultant.

44. Horizon Healthcare Third Party Administrator

The agreement between Horizon Healthcare Insurance and Manalapan-Englishtown Regional School District. Horizon Healthcare will provide Third Party Administrator services regarding the Flexible Spending Account Plan.

45. S4Teachers LLC d/b/a Source4Teachers Substitute Staffing Services Management Contract 2018/2019

To authorize the Business Administrator/Board Secretary to execute a contract addendum with S4Teachers LLC, d/b/a Source4Teachers, 800 Kings Highway North, Suite 405, Cherry Hill, NJ 08034 effective July 1, 2018 for the 2018/2019 School Year as per the Renewal Agreement.

46. Insurance Consultant Arthur J. Gallagher & Co.

Latonya Brennan, of Arthur J. Gallagher & Co., 707 State Road, Princeton, New Jersey 08540 as the consultant for property and casualty, employee bond and workers compensation excess coverage for the 2018-2019 School Year, as per N.J.S.A. 18A-5(10).

47. Brown & Brown Benefit Advisors Health and Dental Insurance Consultant

Gary Goldfarb, of Brown & Brown Benefit Advisors, 1129 Broad Street, Suite 101, Shrewsbury, NJ 07702 as the consultant for health and dental insurance for the 2018-2019 School Year, as per N.J.S.A. 18A-5(10).

ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante, Mr. Graime, Mrs. Lewis,
Mrs. Parisi, Mrs. Porcaro, Mrs. Schechter, Mrs. Semel,
Mr. Tringali

NAYS : None

ABSENT : None

BUSINESS

1. Minutes

Motion by Mr. Graime, seconded by Mrs. Schechter and approved by roll call vote the following items:

The minutes of the following board meeting(s):

| Item | Date | Meeting Type |
|---------------------------|-------------|----------------|
| a) Minutes | May 1, 2018 | Action |
| b) Closed Session Minutes | May 1, 2018 | Closed Session |
| c) Minutes | May 8, 2018 | Action |
| d) Closed Session Minutes | May 8, 2018 | Closed Session |

2. List of Bills

The claims for goods received and services rendered to be correct by the Business Administrator/Board Secretary in the amount of \$512,957.79.

3. Transfer Report

Transfer Report #10 for the month ended April, 2018.

4. Board Secretary Report and Treasurer Report for the Month of April, 2018

The following resolution:

BE IT RESOLVED, that the financial reports of the Secretary to the Board of Education and the Report of the Treasurer of School Monies, which are to be in agreement, be

accepted and submitted and attached to and made part of the minutes of this meeting.

BE IT FURTHER RESOLVED, that pursuant to N.J.A.C. 6A:23-2.11(e) of the Manalapan-Englishtown Regional Board of Education certifies that as of April, 2018, after review of the secretary's monthly financial report (Appropriations Section) and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b) and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

5. Various Disbursements for the Month of April, 2018

The following disbursements for the month of April, 2018, in the amounts listed.

| Account Name | Amount |
|------------------------------|----------------|
| Cafeteria Account | \$123,361.81 |
| Flexible Spending Account | \$7,454.82 |
| Manual Check Register | \$1,463,669.58 |
| Payroll Agency Account | \$2,270,057.35 |
| Workers Compensation Account | \$22,445.05 |

6. Board Policy - Second Reading

The following on Second Reading:

| Item | Policy No. | Policy Title | Policy Type |
|-------------|-------------------|---------------------|--------------------|
| a) | 5200 | Attendance | Mandated |

7. Achieve3000 - Software License Agreement - 2018-2019 School Year

A contract with Achieve3000, 1985 Cedar Bridge Ave., Suite 3, Lakewood, NJ 08701 for their Pro Differentiated Literacy Solution software license as per quote #109231 for the period of August 1, 2018 through June 30, 2019 in the amount of \$123,570 after applicable discounts. Achieve3000 Implementation Resources for teachers and students as well as full technical and data support is included. A current Political Activity Disclosure Form is on file in the Business Office.

8. Request for Proposals - Occupational Therapy Services

To authorize the Business Administrator/Board Secretary to prepare specifications, advertise and received sealed proposals for Occupational Therapy Services.

9. Surplus Equipment

The disposal of the following surplus equipment because they are beyond repair.

10. Surplus Buses and Vehicles

The disposal of the following buses and vehicles because they are beyond repair.

| Bus/Veh# | Year/Make | Vin# | Type |
|----------|---------------------|-------------------|--------------|
| 27 | 2000 Thomas | 1T7HN3B29Y1076975 | 54 Passenger |
| 32 | 2002 Thomas | 1T7HN3B20Y1085709 | 54 Passenger |
| 55 | 2002 Thomas | 1Y7HN3B2321117317 | 54 Passenger |
| 59 | 2002 Thomas | 1T7HN3B2521117321 | 54 Passenger |
| T-47 | 1989 Chevy Suburban | 1GNGV26KXK7181362 | Truck |

11. Monmouth-Ocean Educational Services Commission (MOESC) - Agreement for Instructional, Special Education and/or Transportation Aide Placements - 2018-2019 School Year

An Agreement for Instructional, Special Education and/or Transportation Aide Placements with the Monmouth-Ocean Educational Services Commission (MOESC) for the 2018-2019 School Year. Further authorize the Board President and School Business Administrator to execute the agreement on behalf of the Board.

12. Parental Transportation Contract - Student #29465

The Parental Transportation Contract for the transportation of Student #29465 to the Cambridge School for the 2017-2018 School Year in the amount of \$19.34 per diem (prorated annual amount of \$3,481.20) in accordance with Board approved Settlement Agreement. This contract will be forwarded to the Executive County Superintendent of Schools for his review and approval before any reimbursement is made.

ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante, Mr. Graime, Mrs. Lewis, Mrs. Parisi, Mrs. Porcaro, Mrs. Schechter, Mrs. Semel, Mr. Tringali (Not Item 1)

NAYS : None

ABSTAIN : Mr. Tringali (Only Item 1)

ABSENT : None

CURRICULUM

Motion by Mrs. Porcaro, seconded by Mrs. Lewis, and approved by roll call vote the following items:

1. Student Teachers

The following student teacher for the 2018-2019 Fall/Spring term.

| Student | College/School | School | Teacher | Grade | Term |
|--------------|----------------|--------|---------------------|-------|------|
| Troy Salnick | TCNJ | MEMS | Maria Gracia-Watson | 6-8 | Fall |

2. Curriculum Trips

The following curriculum trips:

| School | Teacher | Grade | Date | Destination | Reason |
|----------|-----------|-------|---------|---------------------------------------|----------------------------|
| MEMS | K. Neff | 8 | 6/7/18 | Colts Neck High School Colts Neck, NJ | Orientation |
| District | D. Geltch | 5-8 | 7/17/18 | Monmouth County Library Manalapan, NJ | Concert Series ManalaPan's |

3. Professional Development

Teachers, to create professional development sessions for September 4 & 5, 2018 not to exceed (5) hours per workshop at the contractual rate. This will be funded by FY 2018 ESSA Title IIA, if the funds are available.

ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante, Mr. Graime, Mrs. Lewis, Mrs. Parisi, Mrs. Porcaro, Mrs. Schechter, Mrs. Semel, Mr. Tringali

NAYS : None

ABSENT : None

STUDENT MATTERS

Motion by Mr. Tringali, seconded by Mrs. Lewis, and approved by roll call vote the following item:

1. Out-of District 1:1 Instructional Assistant

The 1:1 Instructional Assistant for the following Out-of-District special needs student:

Student: 29440

School: Collier Middle School

1:1 Aide: \$3,805.67

Start Date: May 21, 2018 through June 26, 2018

ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante, Mr. Graime, Mrs. Lewis,
Mrs. Parisi, Mrs. Porcaro, Mrs. Schechter, Mrs. Semel,
Mr. Tringali

NAYS : None

ABSENT : None

PERSONNEL

1. General Statement on Hiring

The Superintendent recommends the Board of Education accept/approve the following Personnel items, including the emergent employment of the following employees (indicated by *) conditional upon final approval by the New Jersey Department of Education, and the Board further authorizes the submission of an application for emergency hiring pursuant to NJSA 18A:6-71, et seq., NJSA 18 A:64.13, et. Seq.

Motion by Mrs. Galante, seconded by Mrs. Schechter, and approved by roll call vote the following items:

2. Leave of Absence 2017-2018

For the 2017-2018 school year (all categories of leave are a projection based on anticipated date of birth and utilization of sick time 30 calendar days before/30 calendar days after birth; date of birth will adjust sick with pay, family leave and contractual child care leave entitlements; the entire duration of the employee's absence will not be adjusted):

| Employee | Position/Location | Sick w Pay | Personal Days | Family & Medical Leave w/o Pay | NJFLA | Disc. Leave w/o Pay |
|----------------------|---|------------|---------------|--------------------------------|-------|--|
| a)Victoria Stinemire | Bus Driver/Transportation | | | | | 6/25/18 |
| b)Joseph Pangaro | Director of School Safety & Security/MEMS | | | | | 5/8/18-5/10/18 (3 Days) |
| c)Joseph Pangaro | Director of School Safety & Security/MEMS | | | | | 5/14/18, 1/2 day on 5/15/18 & 5/16/18 (2 1/2 Days) |
| d)Jennifer Bell | Lunch Assistant/WB | | | | | 5/7/18-6/25/18 |

| Employee | Position/Location | Sick w Pay | Personal Day | FMLA | NJFLA | Disc. Leave w/o Pay |
|-----------------|--------------------------|-----------------|--------------|------|-------|---------------------|
| e)Danielle Reid | Resource Room Teacher/CM | 6/11/18-6/25/18 | | | | |

3. Leave of Absence 2018-2019

For the 2018-2019 school year (all categories of leave are a projection based on anticipated date of birth and utilization of sick time 30 calendar days before/30 calendar days after birth; date of birth will adjust sick with pay, family leave and contractual child care leave entitlements; the entire duration of the employee's absence will not be adjusted):

| Employee | Position/Location | Sick w Pay | Personal Days | Family & Medical Leave w/o Pay | NJFLA | Disc. Leave w/o Pay |
|-----------------|---------------------------|------------|---------------|--------------------------------|-------|---------------------|
| a)Nancy Fonseca | Bus Driver/Transportation | | | | | 11/26/18-11/30/18 |

| Employee | Position/Location | Sick w Pay | Personal Day | FMLA | NJFLA | Disc. Leave w/o Pay |
|-----------------|--------------------------|-----------------|--------------|------|-----------------|---------------------|
| b)Danielle Reid | Resource Room Teacher/CM | | | | 9/4/18-12/5/18 | |
| c)Alison Hughes | Art Teacher/WB | 9/12/18-11/9/18 | | | 11/12/18-1/2/19 | |

4. Appointment(s)

The following appointment(s) effective as noted:

| Employee | Position/Position Code/Location | Salary | Effective |
|-----------------------|---|------------------------|----------------------|
| a) Richard Oppegaard* | Director of School Safety and Security/Attendance/MLSEC001/MEMS | \$70,000 (prorated) | 5/29/18 - 6/30/18 |

| Employee | Position/Position Code/Location | Certificate | Guide | Step | Salary | Effective |
|----------------------|--|--|-------|------|----------|----------------|
| b) Alyssa Sudman | Special Education Teacher/ELSPE008/ELC | Provisional-Students w Disabilities | 3 | A | \$60,242 | 9/1/18-6/30/19 |
| c) Mary Jo Mikhail | 2nd Grade Teacher/CMSEC004/CM | Provisional-Elementary K-6 | 1 | A | \$56,242 | 9/1/18-6/30/19 |
| d) Allison Mosomillo | Resource Room Teacher/CMRES006/CM | Provisional Students with Disabilities | 2 | A | \$58,542 | 9/1/18-6/30/19 |

5. Appointments-Custodial & Maintenance Supervisors

The attached affiliated custodial/maintenance supervisors effective July 1, 2018 through June 30, 2019: (Att. P6)

6. Appointments-Custodians

The attached affiliated custodians effective July 1, 2018 through June 30, 2019: (2018-2019 salaries for these individuals are subject to negotiations and will be approved at a later date) (Att. P7)

7. Appointments-Grounds & Maintenance

The attached affiliated grounds & maintenance employees effective July 1, 2018 through June 30, 2019: (2018-2019 salaries for these individuals are subject to negotiations and will be approved at a later date) (Att. P8)

8. Appointments-Mechanics

The attached mechanics effective July 1, 2018, through June 30, 2019: (Att. P9)

9. Appointments-Bus Drivers

The attached bus drivers effective July 1, 2018 through June 30, 2019: (Att. P10)

10. Rescind-Pine Brook Scheduling

To rescind the following appointment effective as noted:

| Employee | Position | Rate |
|----------------|-----------------------|---------|
| Allison Rogers | Pine Brook Scheduling | \$7,600 |

Change in minutes of 2/20/18

11. Substitute Additions/Deletions/Certification Changes/Nurse List

The following effective as noted:

Additions:

| Employee | Category | Rate of Pay | Effective |
|---------------------|-------------|-------------|-----------|
| a)Jessica Koenig* | Sub Teacher | \$80 | 5/23/18 |
| b)Jean-Ann Korona* | Sub Teacher | \$85 | 5/23/18 |
| c)Danielle Steppat* | Sub Teacher | \$90 | 5/23/18 |
| d)Jason Schissel* | Sub Teacher | \$90 | 5/23/18 |
| e)Melissa Scrofani | Sub Teacher | \$90 | 5/23/18 |

12. Transfer

The following transfer(s) effective as noted:

| Employee | From Position/Position Code/Location | To Position/Position Code/Location | Effective |
|----------------------|--------------------------------------|------------------------------------|-----------|
| Alessandra Scalgione | 2nd Grade Teacher/CMSEC004/CM | 1st Grade Teacher/CMFIR005/CM | 9/1/18 |

13. Retirement

The following retirement effective as noted:

Ticia Brown, LMSCY002, Secretary, Lafayette Mills School, effective July 1, 2018. We appreciate Ms. Brown's over 26 years of service to the district.

14. Translator

The following translator effective as noted: (Paid via timesheets)

| Employee | Position | Hourly Rate | Effective |
|--------------|--------------------|-------------|-----------|
| Eliza Bokman | Russian Translator | \$34.50 | 5/16/18 |

ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante, Mr. Graime, Mrs. Lewis,
Mrs. Parisi, Mrs. Porcaro, Mrs. Schechter, Mrs. Semel,
Mr. Tringali

NAYS : None

ABSENT : None

Student Observation - Speech/Language Arts

Motion by Mrs. Porcaro, seconded by Mr. Tringali, and approved by roll call vote the following item:

Elizabeth Galante to observe Speech/Language Arts at Clark Mills School for Spring, 2018.

ROLL CALL VOTE :

AYES : Mr. Bruno, Mr. Graime, Mrs. Lewis, Mrs. Parisi,
Mrs. Porcaro, Mrs. Schechter, Mrs. Semel, Mr. Tringali

NAYS : None

ABSTAIN : Mrs. Galante

ABSENT : None

EXECUTIVE SESSION

Motion by Mrs. Galante, seconded by Mr. Tringali, and unanimously approved by roll call vote the following resolution:

WHEREAS, section 7(b) of chapter 231, laws of 1975, provides that the public may be excluded from any portion of a public meeting to discuss matters that fall within one or more of the exemptions contained in said law;

NOW, THEREFORE, BE IT RESOLVED that this meeting adjourn to closed session at 8:32 p.m. for the purpose of discussing:

1. Negotiations - Manalapan-Englishtown Federation of Non-Instructional Personnel
Local 2198- AFL-CIO
2. Legal Matter

BE IT FURTHER RESOLVED that this meeting will reopen after the closed session and further action of the board may be taken before the board adjourn for the evening;

BE IT FURTHER RESOLVED that the results of such discussion will be disclosed to the public as soon as the matter of confidentiality has been terminated.

OPEN SESSION

Motion by Mr. Graime, seconded by Mrs. Parisi, and unanimously approved by roll call vote to return to open session at 9:01p.m.

ADJOURN THE MEETING

There being no further items to come before the Board at this time, motion by Mr. Graime, seconded by Mrs. Parisi, and unanimously approved by roll call vote to adjourn the meeting at 9:02 p.m.

Veronica Wolf
Business Administrator

Board President