

Manalapan, New Jersey
April 17, 2018

The Manalapan-Englishtown Regional Board of Education in the County of Monmouth, State of New Jersey, convened on April 17, 2018, at 7:00 p.m., for a Regular Action Meeting. This meeting was held at the Pine Brook School, 155 Pease Road, Manalapan, 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 (arrived at 7:29 p.m.), Janet Lewis, Christine Parisi, Dotty Porcaro, Joanne Schechter (arrived at 7:16 p.m.), 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.

Student Performance

There was a performance by the Pine Brook Jazz Band & Choir

PUBLIC COMMENT - GENERAL ITEMS

The Superintendent made the following statement regarding safety:

The Superintendent made a statement regarding his recent letter to parents regarding student safety and the decision to not allow students

outside during physical education and recess until a protocol could be developed to increase security during those times that students are outside.

FOR THE BOARD'S INFORMATION

Middletown Lions Club

The Manalapan Englishtown Regional Schools would like to thank the Middletown Lions Club who, in partnership with LEEDS (Lions Eye, Ear and Diabetes Screening), loaned our nursing department a Welch Allyn Spot Vision Screener to use for our state mandated vision screenings. Our district participation in the free Middletown Lions Club Kidsight Vision Screening Program resulted in more effective and efficient vision screenings for our students. We would like to especially thank Larry Caminiti, of the Middletown Lions Club, for training our nurses and coordinating our vision screening schedule.

FOR THE BOARD'S ACTION

ADMINISTRATION

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

1. Superintendent's Report - Harassment, Intimidation and Bullying

To affirm the Superintendent's implementation of Policy 5512 Harassment, Intimidation and Bullying.

2. Travel

The out of district travel as authorized by the Superintendent of Schools under Policy 3440 Job Expenses and in accordance with Regulation 3440 Job Expenses

3. Grants - The Foundation for Manalapan-Englishtown Regional Schools

The following grants on behalf of The Foundation for Manalapan-Englishtown Regional Schools.

We would like to thank The Foundation for Manalapan-Englishtown Regional Schools for their kind generosity and continued support.

Grant Title	Teacher/Administrator	School	Amount
Andy Sheehy Graduation Award	Robert Williams	MEMS	\$150.00
ISTE Conference	Donna Falk	MEMS	\$250.00
Active Seating	Jamie Unger	WB	\$275.00
National History Day	Lorrie Daccurso & Michael Laufer	MEMS & PB	\$600.00 (for teacher expenses)
Teacher's College Reading Institute	J. Nicole DiGiso	WB	\$825.00
XBox Controllers and Charging Stations	Michael Foy	MEMS	\$870.00
Fly Leaf Publications	Jennifer Romeo	WB	\$1,066.00
Teacher's College Reading Institute	Jackie Klask & Maria Zofrea	WB & CM	\$1,650.00
Teacher's College Reading Institute	Ashley Trohalides & Jenna Widener	WB & RTI CM	\$1,650.00
Kindergarten Literacy and the Content Area Curriculum	Sandra Caruso	ELC	\$1,932.00
Chromebooks	John Marciante	District	\$8,000.00
TOTAL			\$17,268.00

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

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

1. Minutes

The minutes of the following board meeting(s):

Item	Date	Meeting Type
a) Minutes	March 22, 2018	Action
b) Closed Session Minutes	March 22, 2018	Closed Session
c) Minutes	March 27, 2018	Action
d) Minutes	April 10, 2018	Action
e) Closed Session Minutes	April 10, 2018	Closed Session

2. Ratification of Check Register

The ratification of the Accounts Payable Check Register for the claims for goods received and services rendered and certified to be correct by the Business Administrator/Board Secretary dated April 10, 2018 in the amount of \$574,001.57. The List of Bills was reviewed at the Committee of the Whole Meeting held on April 10, 2018.

3. List of Bills

The claims for goods received and services rendered to be correct by the Business Administrator/Board Secretary in the amount of \$345,099.29.

4. Board Secretary Report and Treasurer Report for the Month of March, 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 March, 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. Transfer Report #9

Transfer report #9 for the month ended March, 2018.

6. FY 2018 Every Student Succeeds Act (ESSA) - Title IV Amendment

To authorize the submission of an amendment to the FY 18 Every Student Succeeds Act (ESSA), Title IV application to re-allocate funds.

7. Parental Transportation Contract - Student #30102

The Parental Transportation Contract for the transportation of Student #30102 to the Hawkswood School for the remainder of the 2017-2018 School Year in the amount of \$11.72 per diem (prorated annual amount of \$2109.60) effective March 19, 2018 through June 30, 2018. This contract will be forwarded to the Executive County Superintendent of Schools for his review and approval before any reimbursement is made.

8. 2017-2018 Joint Transportation Agreement - Elizabeth Board of Education

A Joint Transportation Agreement with the Elizabeth Board of Education in the amount of \$17,696.54 for Student #29440 and authorize the Business Administrator/Board Secretary to submit the agreement to the Interim Executive County Superintendent for his review and approval.

ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante (Not Items H-1a & b),
Mr. Graime, Mrs. Lewis, Mrs. Parisi,
Mrs. Porcaro, Mrs. Schechter, Mrs. Semel,
Mr. Tringali

NAYS : None

ABSTAIN : Mrs. Galante (Only Items H-1a & b),

ABSENT : None

CURRICULUM

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

1. Guest Speaker

The following guest speaker:

Speaker	Position	School/Date	Presentation	Reason	School	Grade
Mike Hudson	Life Guard	May 16, 2018	Experience Sea Bright, NJ with Marine Biologist videographers, scientist, during Shark Week	Ocean Safety	MEMS	8

2. Curriculum Trips

The following curriculum trips:

School	Teacher	Grade	Date	Destination	Reason
TM	K. Fraticelli	3	4/18/18	Robert L. Brice Memorial Park Allenwood, NJ	Trout Release
WB	R. Coyte	3	4/19/18	Robert L. Brice Memorial Park Allenwood, NJ	Trout Release
WB	M. Foley	2	5/4/18	Manalapan Police Station Manalapan, NJ	Community Helpers
MB	J. Luchi K. Hayes L. Igarateburu B. Huard	2	5/11/18	Insectropolis Toms River, NJ	Science Curriculum

3. **Child Assault Prevention Program (CAP)**

The Child Assault Prevention Program (CAP) application for the 2018-2019 school year.

4. **Honoraria**

The adoption of new honoraria to begin in the 2018-2019 school year called, JSSF, for Jersey Shore Science Fair, in the amount of \$3,875. Students will meet after school and virtually with the teacher in order to prepare for the JSSF, Jersey Shore Science Fair. The teacher will also accompany the students at the Jersey Shore Science Fair. If there are more than 24 students, two teachers can receive the honoraria.

5. **Parent Programming Presentation**

A presentation by Mr. John Jones, a parent in the district, to introduce Mrs. Luchi's second-grade class at Milford Brook to Scratch, an MIT computer programming language designed for elementary to high school students. The presentation is scheduled for May 4, 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

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

2. **Resignations**

The following resignations effective as noted:

- a) Joseph Pangaro, MLSEC001, Security Director, Manalapan-Englishtown Middle School effective May 21, 2018.
- b) Deborah Kevlin, TRATC001, Assistant Transportation Coordinator, Transportation effective June 1, 2018.
- c) Melissa Bertuccio, PSPSY009, School Psychologist, Early Learning Center effective July 1, 2018.
- d) Sharon Silvia, MSABA001, Assistant Business Administrator/Assistant Board Secretary, Business Office effective July 1, 2018.

3. Retirements

The following retirements effective as noted:

- a) Richard Matteo, MECAR001, Careers Teacher, Manalapan-Englishtown Middle School, effective July 1, 2018. We appreciate Mr. Matteo's 45 years of service to the district.
- b) Doreen Continanza, MSSCY001, Secretary to the Assistant Superintendent, Curriculum Office, effective August 1, 2018. We appreciate Ms. Continanza's over 2 years of service to the district.

4. Appointments

The following appointments effective as noted:

Employee	Position/Position Code/Location	Salary	Effective Date
Christine Vastano*	Transportation Coordinator/TRTCO001/Transportation	\$90,000	7/1/18- 6/30/19

5. Leave of Absence

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	Personal Days	Sick w Pay	NJFLA	Family & Medical Leave w/o Pay	Notes
	Speech &					

a)Lauren Stumacher	Language Specialist/TM	4/9/18-4/11/18	4/12/18-5/9/18	5/10/18-6/25/18		
b)Heather Hilferty	4th Grade Teacher/MB		2/2/18-3/23/18	3/26/18-6/25/18		Change in minutes of 9/17/17
c)Stacy Johnson	Enrichment Teacher/LM		1/2/18-2/23/18	2/26/18-6/4/18	6/5/18-6/25/18	Change in minutes of 10/17/17

Employee	Position/Location	Personal Days	Sick w Pay	Sick w/o Pay	Disc. Leave w/o Pay
d)John D'Amato	Bus Driver Transportation				4/9/18-4/13/18
e)Philip Meany	Custodian/MEMS/Physical Plant	4/12/18-4/13/18	4/16/18-4/26/18	4/27/18-6/8/18	

6. Leave of Absence

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	Family & Medical Leave w/o Pay	Contr. Child Care w/o Pay	Notes
a)Jillian Watts	6th Grade Social Studies Teacher/PB		9/1/18-6/30/19	Change in minutes of 5/9/17
b)Lauren Stumacher	Speech & Language Specialist/TM	9/4/18-10/31/18		

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

The following effective as noted:

Employee	Category	Rate of Pay	Effective
a)Joanna Kudrick*	Sub Teacher	\$90	4/18/18
b)Jacqueline Rodale*	Sub Teacher	\$80	4/18/18
c)Eliza Bokman	Sub Teacher	\$90	4/18/18
d)Jillian King*	Sub Teacher	\$80	4/18/18
e)Chelsea Kiley*	Sub Teacher	\$90	4/18/18

Deletions:

Employee	Category	Effective
f)Elizabeth Chomko	Sub Teacher	4/12/18
g)Mindy Strugatch	Sub Teacher	4/12/18
h)Kimberly Dombrowski	Sub Teacher	4/12/18

Certification Change:

Employee	Category	Rate of Pay	Effective
i)Jared Isaacson	Sub Teacher	\$90	4/12/18

8. Title IA Parent Workshop

The following employee to create and facilitate workshops for parents on how they assist their Title IA students for the 2017-2018 school year: (Paid via timesheets)

Employee	Position	Hourly Rate
Caroline DeMayo	Parent Workshop	\$34.50

9. Choir Accompanist/Performance

The following employee effective as noted: (Paid via timesheets)\

Employee	Position	Location	Date	Hours
a)Emily Magenheim	Choir Accompanist	MEMS	11/15/17	40 Minutes
b)Emily Magenheim	Choir Accompanist	MEMS	11/29/17	40 Minutes
c)Emily Magenheim	Choir Accompanist	MEMS	12/6/17	40 Minutes
d)Emily Magenheim	Performance	MEMS	12/7/17	1 Hour

10. Job Description-Revision

The attached revised Lunch Assistant job description effective 4/18/18:

11. Increase in Complement/Create Position Codes

The following increase in complements and create position codes effective as noted:

Position	Position Code(s)	Location	Effective
a) .5 Lunch Assistant	CMLUN005	CM	4/18/18
b) 1.0 Lunch Assistant	LMLUN005	LM	4/18/18
c) 1.0 Lunch Assistant	MBLUN005	MB	4/18/18

d) .5 Lunch Assistant	WBLUN006	WB	4/18/18
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ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante, Mr. Graime, Mrs. Lewis,
Mrs. Parisi, Mrs. Porcaro, Mrs. Schechter
(Not Item J-2a), Mrs. Semel, Mr. Tringali
(Not Item J-2a)

NAYS : Mrs. Schechter (Only Item J-2a), Mr. Tringali
(Only Item J-2a)

ABSENT : None

WORKSHOP SESSION

1. Restructuring the Transportation Department

Dr. Nicole Santora gave the Board a brief explanation of the administrations vision for the Transportation Department Administrative staff.

EXECUTIVE SESSION

Motion by Mr. Bruno, seconded by Mrs. Parisi, and unanimously approved by roll call vote to adopt 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 9:47 p.m. for the purpose of discussing:

1. School Safety and Security Techniques
2. Personnel Matter - Employee #4387

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. Bruno, seconded by Mrs. Porcaro, and unanimously approved by roll call vote to open the meeting at 11:03 p.m.

ADJOURN THE MEETING

There being no further items to come before the Board at this time, motion by Mrs. Porcaro, seconded by Mr. Bruno, and unanimously approved by roll call vote to adjourn the meeting at 11:04 p.m.

Veronica Wolf
Business Administrator/Board Secretary

Board President