

Manalapan, New Jersey
February 20, 2018

The Manalapan-Englishtown Regional Board of Education in the County of Monmouth, State of New Jersey, convened on February 20, 2018 at 7:30 p.m. for a Regular Board 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 (left at 9:03 p.m.), Brian Graime, Janet Lewis, Christine Parisi, Dotty Porcaro, Joanne Schechter, Lori Semel

Absent:

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.

PRESENTATION

2. Dyslexia Guidelines - Child Study Team

Select psychologists and Learning Disability Teacher-Consultants have developed guidelines for all child study team members to follow in response to the overwhelming concern parents have shared regarding evaluating, classifying and remediating dyslexia in our district.

FOR THE BOARD'S INFORMATION

1. Math Counts Team

Congratulations to the MEMS Math Counts Team for coming in 5th in the Chapter Competition. MATHCOUNTS Competition Series is a national program that provides students the opportunity to compete in live, in-person contests against and alongside their peers. Created in 1983, it is the longest running MATHCOUNTS program and is open to all 6th, 7th and 8th grade students.

2. John Halligan, LLC

John Halligan, LLC will present to the students and staff at Pine Brook School on February 28, 2018 and at Parent Night held at MEMS. Mr. Halligan lost his son to suicide in 2003. His presentation addresses bullying, cyberbullying and teen suicide prevention. His evening presentation is about a father's hard earned lessons regarding cyberbullying, depression and suicide. Bullying is a problem in all grades and in all schools across the country. No school is immune to it. As part of the bullying prevention program in our district, Mr. Halligan comes in and speaks to our students about the harmful effects bullying can have on an individual. Mr. Halligan's message fits perfectly into the values we try to instill in our students in the Manalapan-Englishtown Regional Schools.

Cost is \$3,200 (\$2,500 for Ryan's Story Presentation, \$700 to present at Parent's Night)

FOR THE BOARD'S ACTION

ADMINISTRATION

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

1. **Travel**

To approve 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 (Att A-2).

2. **2018-2019 School Year Calendar**

The 2018-2019 School Year Calendar (Att A-3)

3. **Superintendent's Report - Harassment, Intimidation and Bullying for December & January**

To affirm the Superintendent's implementation of Policy 5512 Harassment, Intimidation and Bullying (Att A-1)

4. **Donation - Great American Opportunities**

The following donations from Great American Opportunities:

Lafayette Mills - \$10.80
Wemrock Brook - \$26.00
Clark Mills - \$20.00

We would like to thank Great American Opportunities for their generosity.

5. **Donation - BNL Enterprises, Inc.**

The following donations from BNL Enterprises, Inc. (school portrait company):

Early Learning Center - \$1,966.66
Clark Mills - \$2,327.18
Milford Brook - \$2,037.57
Wemrock Brook - \$2,583.40
Taylor Mills - \$2,485.05

We thank BNL Enterprises for their generosity.

6. **Donation - Box Tops**

The donation of \$832.60 to Milford Brook from Box Tops.

We would like to thank Box Tops for their generosity and continued support.

7. **Donation - Lafayette Mills**

The \$500 donation from Exxon Mobile Corporation 2017 Educational Alliance Program to be used for the maintenance and support in the area of Math and/or Science.

We would like to thank Exxon Mobile Corporation for their generosity and support.

8. **Donation - Replacement of Playground Equipment at Clark Mills**

The installation cost of of \$1,850.00 to replace broken playground equipment at the Clark Mills playground paid by the Clark Mills PTO.

We would like to thank the Clark Mills PTO for their generosity and continued support.

9. **Portrait Resolution**

The Portrait Resolution (Att A-4).

ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante, Mr. Graime (Not Item #3),
Mrs. Lewis (Not Item #9), Mrs. Parisi (Not Item #9)
Mrs. Porcaro, Mrs. Schechter, Mrs. Semel

NAYS : Mr. Graime (Only Item #3), Mrs. Lewis
(Only Item #9), Mrs. Parisi (Only Item #9)

ABSENT : Mr. Tringali

BUSINESS

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

1. **Minutes**

The minutes of the following board meeting:

| Item | Date | Meeting Type |
|---------------------------|------------------|----------------|
| a) Minutes | February 6, 2018 | Action |
| b) Closed Session Minutes | February 6, 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 \$682,995.53.

3. **Board Secretary's Report and Treasurer's Report for the Month of January, 2018**

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 January, 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.

4. **Transfer Report #6 Revised for the month of December, 2017**

The revised transfer report #6 for the month ended December, 2017.

5. **Transfer Report #7 for the month of January, 2018**

Transfer report #7 for the month of January, 2018.

6. **Cafeteria Account Disbursements
for the Month of December, 2017**

The Cafeteria Account Disbursements for the month of December, 2017, in the amount of \$91,333.08.

7. **Cafeteria Account Disbursements
for the Month of January, 2018**

The Cafeteria Account Disbursements for the month of January, 2018, in the amount of \$256,576.77.

8. **Flexible Spending Account Disbursement
for the Month of December, 2017**

The Flexible Spending Account Disbursement for the month of December, 2017, in the amount of \$1,886.45.

9. **Manual Check Register
for the Month of December, 2017**

The Manual Check Register for the month of December, 2017, in the amount of \$1,360,845.14.

10. **Board Secretary's Report and Treasurer's Report
for the Month of November, 2017**

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 November, 2017, 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.

11. **Manual Check Register
for the Month of January, 2018**

The Manual Check Register for the Month of January, 2018 in the amount of 1,472,851.72.

12. **Payroll Agency Account Disbursements
for the Month of December, 2017**

The Payroll Agency Account Disbursements for the month of December, 2017, in the amount of \$2,388,463.43.

13. **The Payroll Agency Account Disbursements
for the month of January, 2018**

The Payroll Agency Account Disbursements for the Month of January, 2018 in the amount of \$2,329,848.42.

14. **Unemployment Account Disbursements
for the Month of December, 2017**

The Unemployment Account Disbursements for the month of December, 2017, in the amount of \$39,992.52.

15. **Workers Compensation Account Disbursements
for the Month of December, 2017**

The Workers Compensation Account Disbursements for the month of December, 2017, in the amount of \$12,108.72.

16. **Workers Compensation Account Disbursements
for the Month of January, 2018**

The Workers Compensation Account Disbursements for the Month of January, 2018, in the amount of \$12,279.57.

17. **Surplus Equipment**

The disposal of the following surplus equipment, as per the attachment.

18. **Textbook Disposal**

The disposal of the following mathematics books, grades 3, 4 and 5 which are now obsolete:

| Title | Publisher | Copyright | Number |
|---------------------------|-----------------------|-----------|--------|
| Envision Math Common Core | Foresman-Wesley | 2012 | 365 |
| Science a Closer Look | Macmillan/McGraw Hill | 2011 | 300 |

19. **Corrective Action Plan - Enterprise Fund**

The Corrective Action Plan for the fiscal year ended June 30, 2017. It is noted that the New Jersey Department of Agriculture found that the net cash resources in the Enterprise Fund (Cafeteria Accounts) exceed three month's average expenditures by \$101,556.50. Therefore, the attached corrective action has been recommended.

20. **Corrective Action Plan - Special Education Medicaid Initiative (SEMI)**

The Corrective Action Plan for the fiscal year ended June 30, 2017. It is noted that the New Jersey Department of Education found that the Manalapan-Englishtown Regional Schools did not meet certain performance measurements. Therefore, the attached corrective action has been recommended.

21. **Bid Award - Portable Planetarium - Science First, LLC**

One sealed bid was received and opened at 10:00 a.m. on Friday February 9, 2018. Recommend the Board approve Science First, LLC, 86475 Gene Lasserre Blvd., Yulee, FL 32097, at the cost of \$45,240.00 for a portable planetarium.

22. **Bid Award - HVAC Renovations at Manalapan-Englishtown Middle School - Comfort Mechanical Corporation**

Sealed bids for the HVAC Renovations at the Manalapan-Englishtown Middle School were received and opened at 2:00 p.m. on Wednesday, February 13, 2018. The results from the opening are as follows:

| Contractor | Single Overall Base Bid | Alternate Bid - H-1 | Total Base plus Alternate |
|--------------------------------------|-------------------------|---------------------|---------------------------|
| Midcoast Mechanical, Inc. | \$412,152 | \$36,178 | \$448,330 |
| Comfort Mechanical Corporation | \$414,897 | \$28,000 | \$442,897 |
| Industrial Cooling Corp. | \$419,555 | \$27,442 | \$446,997 |
| Framan Mechanical, Inc. | \$435,000 | \$30,000 | \$465,000 |
| AMCO Enterprises, Inc. | \$442,000 | \$49,800 | \$491,800 |
| Kaser Mechanical LLC | \$476,000 | \$38,500 | \$514,500 |
| EACM Corp. | \$485,000 | \$38,695 | \$523,695 |
| Gaudelli Bros., Inc. | \$491,200 | \$42,000 | \$533,200 |
| Liberty Mechanical Services | \$517,985 | \$57,980 | \$575,965 |
| Hanna's Mechanical Contractors, Inc. | \$528,850 | \$27,500 | \$556,350 |
| Chappelle Mechanical, Inc. | \$545,300 | \$78,000 | \$623,300 |

To award the project to Comfort Mechanical Corporation, 420 Division Street, Long Branch, NJ 07740 for the Single Overall Contract plus the Alternate Bid H-1 in the total amount of \$442,897 as they were the lowest responsible bidder.

23. **Food Service Management Contract - Pomptonian Food Service - Fourth Renewal**

The fourth and final renewal of a five year contract for Food Service Management Services with The Pomptonian, Inc., 3 Edison Place, Fairfield, NJ 07004-3511 for the 2018/2019 school year as follows:

The FSMC shall receive, in addition to the costs of operation, an administrative/management fee of ninety thousand one hundred dollars (\$90,100.00) to compensate the FSMC for administrative and management costs. This fee shall be billed in 10 monthly installments of \$9,010.00 per month as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

A per meal administrative/management fee shall apply to all vended meals receipts deposited in The SFA's account. All vended meals receipts deposited into the SFA's account shall be divided by \$1.00 to arrive at a meal equivalent. The administrative/management fee charged for vended meals will be \$.10 per meal equivalent.

The FSMC guarantees the SFA a minimum profit of forty thousand dollars (\$40,000.00) for school year 2018-2019.

The original contract was awarded on April 22, 2014. The fully executed Food Service Addendum shall be submitted to the New Jersey Department of Agriculture, Bureau of Child Nutrition for approval.

24. **Pomptonian Food Service -
Meal and A La Carte Price List - 2018-2019**

The Student and Staff Meal and A La Carte Price List from Pomptonian Food Service for the 2018-2019 school year. (as per attached)

25. **Food Concession Vendor**

One sealed bid was received and opened at 11:00 a.m. on Wednesday, February 14, 2018. Recommend the Board award Goldy's Ice Cream, LLC, 11 Burke St., Manalapan, New Jersey, as the Food Concessions Vendor for April 1, 2018 through March 31, 2019 with a payment to the District for \$2,252. There is an option to renew for April 1, 2019 through March 31, 2020 and April 1, 2020 through March 31, 2021, with a payment to the district of \$2,252 each year.

26. **Workers' Compensation - Order Approving Settlement -
Claim #W001393075 -
William Daly v. Manalapan-Englishtown Regional BOE**

To memorialize a Workers' Compensation Settlement in the matter of William Daly v. Manalapan-Englishtown Regional Board of Education in the amount of \$9,755.50 (including fees) as approved by the Honorable Watson Berich on January 19, 2018. This settlement falls within the authority previously granted to the Business Administrator/Board Secretary on June 13, 2017 and approval has been so given.

27. **Request for Proposal -
Student Information Management System -
Genesis Educational Services, Inc.**

Proposals for a Student Information Management System were received and opened on Wednesday, February 14, 2018 at 11:00 a.m. Two sealed proposals were received. The selection committee

reviewed each proposal in detail and awarded points as per the scoring matrix that was included in the Request for Proposals. The maximum score possible is 300. The scoring and financial impact of each proposal is as follows:

| | Genesis Educational Services, Inc. | PowerSchool Group, LLC |
|----------------------|---|-------------------------------|
| Total Points Awarded | <u>297</u> | <u>262</u> |
| Annual Costs: | | |
| Year 1 | \$ 78,100 | \$ 43,848 |
| Year 2 | \$ 14,350 | \$ 37,752 |
| Year 3 | \$ 14,350 | \$ 37,752 |
| Total | | |
| Costs Over 3 Years | \$ 106,800 | \$ 119,352 |

To award a contract to Genesis Educational Services, Inc., 300 Buckelew Ave., Suite 201, Jamesburg, NJ 08831 in the amount of \$78,100 with optional renewals for Year 2 and Year 3.

ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante, Mr. Graime (Not Item #21), Mrs. Lewis, Mrs. Parisi, Mrs. Porcaro, Mrs. Schechter, Mrs. Semel

NAYS : Mr. Graime (Only Item #21)

ABSENT : Mr. Tringali

CURRICULUM

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

1. Classroom Observer

The following student classroom observations for the Spring term.

| Student | College/School | School | Grade |
|------------------|-----------------------------|-----------------------|-----------------|
| Jennifer Meli | Brookdale College | Wemrock Brook | 2 |
| Adrianna Sirigos | Kean University | Early Learning Center | Speech-Language |
| Gavin McKenna | Middlesex Community College | Pine Brook School | Team 6 |

2. **A change of minutes for the following student teachers:**

| Name | College /School | School | Teacher | Grade | Term | Change of Minutes |
|-------------------|------------------------|----------------------|------------------------------------|--------------|-------------|--------------------------------|
| Lisamarie Capelli | Georgian Court | MEMS Lafayette Mills | Rosalyn Goldsmith Jessica Young | Counselor | Spring | 8-22-17 (Revised Placement) |
| Brianna Abrecht | TCNJ | MEMS | Jacqueline Orlando | 8 | Spring | 6-13-17 (Rescind approval) |

3. **Teachers Visit Change of Minutes (11-21-17)**

The following teachers from School in the Square, 120 Wadsworth Avenue, New York, NY to visit Pine Brook School on March 1, 2018:

Marie Hamlett
Stephanie Goldstein

The purpose of this visit is to observe and discuss the implementation of Amplify Science and to collaborate on next steps. The visiting teachers below will observe the sixth-grade science teachers during regular classroom periods and meet with them during their preps.

4. **Guest Speakers:**

The following guest speakers:

| Speaker | Position | School/Date | Presentation | Reason |
|----------------------------|---|--|---|-----------------------------|
| Kimberly Hopkins | Dental Hygienist | Milford Brook 3/8/18 | Oral Health/ Nutrition | Hygiene Curriculum |
| Rosemary Fillemon Brian | Western Monmouth Utilities Representatives from | Manalapan- Englishtown Middle School | Choose 2 students for outstanding | Present Award Winners |

| | | | | |
|-----------------------|----------------------|------------------------|-------------|-----------------------|
| Valentino Jim Carr | the sewage authority | 2/22/18 | effort | |
| Jennifer Klein | Parent | Clark Mills 2/22/18 | Oral Health | Hygiene Curriculum |

5. **High School Mentorship**

The Biotechnology High School Agreement for a Senior Internship for Adam Vetser, mentor Madoc Reid at Manalapan-Englishtown Middle School from May 22, 2018 - June 13, 2018.

6. **Clinical Social Worker Practicum/Internship**

Gianna Natale, Rutgers University for a Clinical Social Worker practicum/internship at Pinebrook and/or MEMS, 22.5 hours per week, from September 2018, through April 2019.

7. **Curriculum Trips**

The following curriculum trips:

| School | Teacher | Grade | Date | Destination | Reason |
|------------|--|-------|------------------|---|------------------------|
| LM | D. Geltch | 5/6 | 2/21/18 | Assemblies at MEMS | Performance |
| CM | A. Giuca S. O'Grady M. Mikhail B. Seidel | 2 | 3/29/18 | Insectropolis Toms River, NJ | Curriculum Content |
| MB | J. Falcanetti C. Cassiliano J. Tobias S. Maggiore D. Brandt D. Delfanso | 1 | 5/4/18 5/7/18 | Von Thun Farm Monmouth Junction, NJ | Curriculum Content |
| MB/Wemrock | C. Nelius L. Garnett | 5 | 5/10/18 | Lafayette Mills School | Battle of the Books |

8. **Read Across America**

The following Read Across America Guest Readers, February 26-March 2, 2018 (as per attachment)

9. **Summer School Program Dates**

The 2018-2019 Summer School Program dates, July 2, 2018 through August 2, 2018, the Summer School Program will be closed Wednesday, July 4, 2018.

10. **NJ Child Assault Prevention (NJCAP)**

The following dates for the NJ Child Assault Prevention Program (NJCAP) in the elementary schools:

| School | Date |
|---------------------------------|---|
| Parent Workshop (district wide) | March 7, 2018 - Snow Date February 28, 2018 7:00 pm |
| Clark Mills Elementary | March 8 & 9, 2018 |
| Wemrock Brook Elementary | March 19 & 20, 2018 |
| Taylor Mills Elementary | March 21 & 22, 2018 |
| Milford Brook Elementary | March 26 & 28, 2018 |
| Lafayette Mills Elementary | March 27 & 29, 2018 |

11. **Facilitators for the NJ Child Assault Prevention Program (NJCAP)**

The following facilitators for the NJ Child Assault Prevention Program (NJCAP) in the elementary schools:

| | | |
|------------------|----------------------|-----------------|
| Janet Berk | Margaret Montone | Judy Sivin |
| Mindy Dinburg | Jane Papin | Stephanie Pinck |
| Debbie Gade | Jani Rubin | Beth Vitale |
| Ann Hiller | Marlene Schwartzberg | Karen Winograd |
| Denise Lupo | Kim Silverstein | Marilyn Wolf |
| Kathleen Bonanno | Samantha Malingier | Ann Owens |
| Dodi Shultz | | |

ROLL CALL VOTE :

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

NAYS : None

ABSENT : Mr. Tringali

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

2. Retirements

The following retirements effective as noted:

a)Joanne Shanahan, FTINS055, FT Instructional Assistant, Manalapan-Englishtown Middle School effective July 1, 2018 We appreciate Ms. Shanahan's over 26 years of service to the district.

b)Joyce Maltese, WBRES001, Resource Room Teacher, Wemrock Brook School, effective July 1, 2018. We appreciate Ms. Maltese's over 27 years of service to the district.

c)Nancy Hartigan, MELUN004, Lunch Assistant, Manalapan-Englishtown Middle School, effective July 1, 2018. We appreciate Ms. Hartigan's over 17 years of service to the district.

3. **Disability Retirements**

The following disability retirements effective as noted:

a) Pauline Parisi, TMSCC001, School Counselor, Taylor Mills School, effective July 1, 2018. We appreciate Ms. Parisi's over 14 years of service to the district.

b) Rosemarie Rosen, TRBSA006, Bus Assistant, Transportation Department, effective July 1, 2018. We appreciate Ms. Rosen's over 16 years of service to the district.

4. **Transfers**

The following transfers effective as noted:

| Employee | From Position/Position Code/Location | To Position/Position Code/Location | Effective |
|------------------|--|--|--------------------|
| a) Randy Harpell | Interventionist/TMINT001/ TM | RTI Interventionist/TMRTI001/TM | 3/5/18- 6/30/18 |

| Employee | From Position/Position Code/Location | To Position/Position Code/Location | Effective |
|---------------|--|--|----------------|
| b) Thomas Ott | Night Custodian/ MECUS007/MEMS | Floater Custodian/PPCUS002/ Physical Plant Department | 3/7/18-6/30/18 |

5. **Appointments**

The following appointment effective as noted:

| Employee | Position/Position Code/Location | Base Salary | Shift Diff. | Gross Salary | Effective |
|--------------------|----------------------------------|------------------------|----------------|------------------------|--------------------|
| Anthony Natale* | Night Custodian/MECUS007/MEMS | \$43,254 (Prorated) | \$600 | \$43,854 (Prorated) | 3/7/18- 6/30/18 |

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 | Sick w Pay | Personal Days | FMLA w/o Pay | NJFLA | Contr. Child Care w/o Pay | Notes |
|-------------------------|-------------------------------|------------------|-----------------|------------------|-----------------|---------------------------|----------------------------|
| a) Tracy Hearon | Resource Room Teacher/ MEMS | 10/10/17-11/8/17 | | 11/13/17-2/20/18 | | 2/21/18-6/22/18 | Change in minutes 1/16/18 |
| b) Lauren Stumacher | Speech Language Specialist/TM | 4/24/18-5/21/18 | | | 5/22/18-6/22/18 | | |
| c) Heather Schleifstein | Resource Room Teacher/LM | 1/2/18-2/21/18 | 2/22/18-2/23/18 | | 2/26/18-5/30/18 | 5/31/18-6/22/18 | Change in minutes 11/21/17 |

| Employee | Position/Location | Sick w Pay | Personal Day | FMLA w/o Pay | NJFLA | Disc. Leave w/o Pay | Notes |
|--------------------|--------------------|------------|--------------|-----------------|-------|---------------------|-------------------------------|
| d) Lucy Viva Sacco | Lunch Assistant/PB | | | 1/22/18-2/23/18 | | | |
| e) Jennifer Bell | Lunch Assistant/PB | | | 1/26/18-2/9/18 | | | |
| f) Andrew Braun | Custodian/ELC | | | | | 1/6/18-1/21/18 | Change in minutes of 12/19/17 |

7. Change in Contract Start/End Date(s)

The following change effective as noted:

| Employee | To Position/Position Code/Location | Effective | Change in minutes |
|----------------|--|-----------------|-------------------|
| Rachel Stollar | Replacement Resource Room Teacher/T. Hearon/MERES016/ MEMS | 11/1/17-6/30/18 | 12/19/17 |

8. Change in Status

The following change in status effective as noted:

| Employee | Position/Location | Run | From Hours | To Hours | Salary | Longevity | Gross Salary | Effective |
|-----------------------|---------------------------|-----|----------------|----------------|---------------------|-----------|---------------------|-----------------|
| a) Susan D'Ambrosa | Bus Driver/Transportation | SE | 5 Hrs. 35 Mins | 5 Hrs. 30 Mins | \$28,571 (Prorated) | \$240.00 | \$28,811 (Prorated) | 2/21/18-6/30/18 |
| b) Nancy Russo | Bus Driver/Transportation | SE | 5 Hrs. 5 Mins | 5 Hrs. 20 Mins | \$27,706 (Prorated) | | \$27,706 (Prorated) | 2/21/18-6/30/18 |
| c) Christopher Riccio | Bus Driver/Transportation | SE | 5 Hrs. 5 Mins | 5 Hrs. 35 Mins | \$27,994 (Prorated) | | \$27,994 (Prorated) | 2/21/18-6/30/18 |

| Employee | From Position/Location | To Position/Program Code/Location | Salary | Effective |
|-------------------|-------------------------------|-----------------------------------|---------------------|-----------------|
| d) Carolyn Kurnit | .5 Instructional Assistant/LM | .7 Instructional Assistant/213/LM | \$18,273 (Prorated) | 1/25/18-6/30/18 |

9. **Substitute Additions/Deletions/Certification Changes/Nurse List**

| Employee | Category | Rate of Pay | Effective |
|-----------------------|-------------|-------------|-----------|
| a) Alissa Beckerman* | Sub Teacher | \$85 | 2/21/18 |
| b) Joseph Truisi* | Sub Teacher | \$80 | 2/21/18 |
| c) Kristen Calabrese* | Sub Teacher | \$90 | 2/21/18 |
| d) Karen Raffone* | Sub Teacher | \$85 | 2/21/18 |
| e) Marin Bernstein* | Sub Teacher | \$90 | 2/21/18 |
| f) Deborah McGuire* | Sub Teacher | \$90 | 3/1/18 |
| g) Kelly Chapman* | Sub Teacher | \$85 | 2/21/18 |

Certification Change:

| Employee | Category | Rate of Pay | Effective |
|-------------------|-------------|-------------|-----------|
| h) Jaclyn Fortuna | Sub Teacher | \$90 | 1/24/18 |

Addition:

| Employee | Category | Hourly Rate | Effective |
|----------------|----------------|-------------|-----------|
| i) Zena Allen* | Sub Bus driver | \$22.50 | 2/21/18 |

Authorize the assignment to vehicle schedule BF as per N.J.A.C. 6:23A-6.12

Deletions:

| Employee | Category | Effective |
|-----------------------|-------------|-----------|
| j) Craig Haberstroh | Sub Teacher | 2/8/18 |
| k) Samantha Silvestri | Sub Teacher | 2/21/18 |
| l) Rebecca Busca | Sub Teacher | 2/21/18 |

10. **MEMS Field Trips**

The following nurse to attend the following field trips effective as noted:(Paid via timesheets)

| Employee | Field Trips | Date | Rate of Pay | Hours |
|------------------|------------------------------|---------|-------------|-------|
| Roberta Portilla | Jersey Shore Science Fair | 3/17/18 | \$71.18 | 11 |
| Roberta Portilla | Delaware Valley Science Fair | 4/4/18 | \$71.18 | 10 |

11. Summer School Program

The following 2018 Summer School Principal effective as noted:

| Employee | Position | Rate | Effective |
|---------------|-------------------------|----------|---------------|
| Melanie Jonas | Summer School Principal | \$ 8,000 | 7/2/18-8/2/18 |

12. Before/After School Activities

The following staff for Before/After School Activities at their hourly rate effective as notes: (Paid via timesheets)

| Employee | Position | Activity | School | Hourly Rate | Hours Not to Exceed | Effective |
|---------------------|-------------------------|---------------------|--------|-------------|---------------------|------------------|
| a) Maria Iacovano | Instructional Assistant | Band | PB | \$27.51 | 15 | 4/9/18 – 6/15/18 |
| b) Patricia King | Instructional Assistant | Band | PB | \$20.91 | 30 | 2/1/18 – 3/30/18 |
| c) Tracey Schreiber | Instructional Assistant | Project Achievement | PB | \$20.91 | 10 | 2/1/18 – 3/30/18 |
| d) Lori Podos | Instructional Assistant | Project Achievement | PB | \$27.51 | 20 | 2/1/18 – 3/30/18 |
| e) Elaine Mineer | Instructional Assistant | Project Achievement | PB | \$27.51 | 18 | 2/1/18 – 5/31/18 |

13. Pine Brook Scheduling

The following employee effective as noted for the 2018-2019 school year:

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

14. Facilitated PLC

The following employees for the Facilitated PLC position effective February 21, 2018, up to 4 hours per month at the rate of \$34.50 per hour. (Paid via timesheets)

| Employee | Position | Schools |
|--------------------|-----------------|---------------|
| a) Kami Goldberg | Facilitated PLC | CM/MEMS/TM/WB |
| b) Samantha Corley | Facilitated PLC | ELC/MB |
| c) Lisa Reiser | Facilitated PLC | PB/LM |

15. Curriculum Writing

The following employees to write curriculum for the 2017-2018 school year at the rate of pay of \$34.50 per hour for up to four hours:
(Paid via time sheets)

| Employee | Curriculum |
|-------------------------|------------------------|
| a) Heather Farabaugh | Social Studies Grade 1 |
| b) Jamie Unger | Social Studies Grade 1 |
| c) Jaime Ochojski | Social Studies Grade 2 |
| d) Amy Giuca | Social Studies Grade 2 |
| e) Gregory Jusinski | Social Studies Grade 3 |
| f) Lorraine Ottaviano | Social Studies Grade 3 |
| g) Lisa Gordon | Social Studies Grade 4 |
| h) Jill Cooperman | Social Studies Grade 4 |
| i) Cara Hausel | Social Studies Grade 5 |
| j) Cara Schwartz | Social Studies Grade 5 |
| k) Jennifer Hennessey | Math Grade 3 |
| l) Nancy Ventura Wilcox | Math Grade 3 |
| m) Nicole Inskeep | Math Grade 4 |
| n) Monica Fiorentino | Math Grade 4 |
| o) Geordana Schneider | Math Grade 5 |
| p) Carole Cagan | Math Grade 5 |
| q) Jill Rosen | ELA Grade 3 |
| r) Jessica Campanile | ELA Grade 3 |
| s) Joyce Nicole Digiso | ELA Grade 4 |
| t) Sharyn Fisher | ELA Grade 4 |
| u) Jenna Widener | ELA Grade 5 |
| v) Jaclyn Klask | ELA Grade 5 |
| w) Michael Epps | Stembotics 7 |
| x) Kathy Seetoo | Stembotics 8 |
| y) Donna Falk | Forensics |
| z) Hilary Gottlob | Careers |

16. Increase In Complement

The following increase in complement(s) effective as noted:

| Position/Program Code | Location | Position Code | Effective |
|-----------------------------------|----------|---------------|-----------------|
| a) .5 Instructional Assistant/213 | WB | PTINS022 | 2/21/18-6/30/18 |

| Position/Program Code | Location | Effective |
|---------------------------------------|----------|-----------------|
| b) FT-1:1 Instructional Assistant/217 | TM | 2/21/18-6/30/18 |

17. Change on Guide

The following change on guide effective February 1, 2018:

| Employee | From Guide/Step/Salary | To Guide/Step/Salary |
|--------------------------|-------------------------|------------------------------------|
| a) Celia Lowicki | Guide 1/Step F/\$57,684 | Guide 2/Step F/\$59,984 (Prorated) |
| b) Kaitlin Losito | Guide 1/Step D/\$56,499 | Guide 3/Step D/\$60,499 (Prorated) |
| c) Christine Schneiweiss | Guide 2/Step L/\$73,574 | Guide 3/Step L/\$75,274 (Prorated) |

18. Change In Honoraria

The following change effective as noted:

| Honoraria | From | To | Location | Amount | Full/Split Payment | Effective Date |
|----------------------------|--------------------|--------------|----------|--------------------|--------------------|----------------|
| After School Homework Club | Merredith Polhemus | Erika Renner | TM | \$2,742 (Prorated) | Full | 3/12/18 |

ROLL CALL VOTE :

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

NAYS : None

ABSENT : Mr. Tringali

STUDENT MATTERS

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

1. **Out Of District Tuition**

The Out-of-District placement for the following special needs student for the 2017-2018 school year:

Student: 28004

School: The Laurel School of Princeton

Tuition: \$18,065.00 (February 2018 through June 2018
\$3,613.00/month)

Speech Cost Not to Exceed: \$4,510.00 (December 2017 through June 2018)

ROLL CALL VOTE :

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

NAYS : None

ABSENT : Mr. Tringali

WORKSHOP SESSION

John Marciante, Superintendent of Schools, reviewed his suggestions for potential cuts to the budget deficit.

CLOSED SESSION

Motion by Mrs. Lewis, seconded by Mr. Bruno, 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 8:55 p.m. for the purpose of discussing:

1. Personnel Matter - Employee #6463
2. Tactics and Techniques in Protecting Safety and Property of the Public.
3. Negotiations - Manalapan-Englishtown Association of School Administrators (MEASA)

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. Parisi, seconded by MR. Graime, and unanimously approved by roll call vote to open the meeting at 9:32 p.m.

ACTION AFTER CLOSED SESSION

PERSONNEL

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

1. **Rescind Termination - Employee #6463**

To rescind the termination of Employee #6463 effective February 21, 2018. Further recommend the Board approved the suspension with pay of Employee #6463 from February 7, through February 20, 2018.

ROLL CALL VOTE :

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

NAYS : None

ABSENT : Mrs. Galante, Mr. Tringali

ADJOURN THE MEETING

There being no further items to come before the board at this time, motion by Mr. Bruno, seconded by Mrs. Porcaro, and unanimously approved by roll call vote to adjourn the meeting at 9:34 p.m.

Veronica Wolf

Board President