

**MATAWAN-ABERDEEN REGIONAL
SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
January 2, 2025**



**Executive Session Meeting
If Necessary**

**Committee of the Whole Meeting
Following the Re-Org Meeting**

**Cambridge Park Elementary School
1 Crest Way, Aberdeen, NJ**

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT
January 2, 2025 – Committee of the Whole Meeting, following the Re-Org Meeting
Cambridge Park Elementary School, 1 Crest Way, Aberdeen, NJ



AGENDA

- I. CALL TO ORDER
- II. STATEMENT OF ADEQUATE NOTICE
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL
- V. EXECUTIVE SESSION I – (if necessary)
 - Privacy Matters
 - Personnel Matters
 - Legal Services
- RETURN TO PUBLIC SESSION AT THE CONCLUSION OF EXECUTIVE SESSION I**
- VI. MINUTES - None
- VII. CORRESPONDENCE TO THE BOARD
- VIII. SUPERINTENDENT’S REPORT
- IX. BOARD PRESIDENT’S REPORT
- X. STUDENT REPRESENTATIVE’S REPORT - None
- XI. CURRICULUM AND INSTRUCTION
- XII. STUDENT SERVICES
- XIII. PERSONNEL
- XIV. POLICY
- XV. FINANCE
- XVI. PUBLIC COMMENTS RELATING TO AGENDA ITEMS & ADDITIONAL MATTERS
- XVII. UNFINISHED BUSINESS
- XVIII. NEW BUSINESS
- XIX. EXECUTIVE SESSION II – (if necessary)
 - Privacy Matters
 - Personnel Matters
 - Legal Services
- XX. ADJOURNMENT

MARSD MISSION:

To foster a safe and equitable learning environment that celebrates our diverse learners, and provides the necessary resources and supports to prioritize the social-emotional and academic development of all students.

Members of the Board

Annette Ascoli
Tara Martinez
John Montone
Laurie Skop
Sheetal Werneke

Katie Feiles
Christopher McGovern
Dianna M. Pell
Danielle Spruell

Matawan-Aberdeen Regional School District

Welcome

Welcome to a meeting of the Matawan-Aberdeen Board of Education. We are always pleased when members of the community attend our meeting. The Board welcomes the participation of interested organizations and individuals, and schedules time for public comment, discussion and input. Persons who have questions about specific school practices, incidents or events are encouraged to directly contact the school administration.

The Board regularly holds two meetings per month. The 2nd Monday of each month is the Committee of the Whole and the 4th Monday of each month is the Regular Action Meeting, unless otherwise scheduled or announced.

Board of Education Meetings

These meetings are reserved for Board deliberation and for review of items contained within the agenda. The Board reserves the right to vote on Action items. Public comment shall be permitted early for thoughts and reactions on items of concern regarding the agenda. Each participant is asked to give his or her name and address prior to making a statement or asking a question. In addition, time will be allotted at the end of the meeting for public comment on any item. Speakers shall limit their comments to three minutes.

Statement of Adequate Notice

“The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or agreed upon. In accordance with the provision of this act, the Matawan-Aberdeen Regional School District Board of Education advertised this meeting on December 18, 2024 in the Asbury Park Press and the Star Ledger. This notice was sent to the Municipal Clerks of the Borough of Matawan and the Township of Aberdeen, and the Matawan-Aberdeen Public Library. The notice was also placed on the district’s web site.”

Public Participation at Board Meetings

The Board of Education recognizes the value of public comment on matters of interest to the school community. Individuals wishing to speak must state their name and address. Comments are limited to three minutes’ duration, but an individual may speak a second time after all others who wish to speak on the topic have been heard. All statements should be directed to the Board President and no participant may address or question Board members individually. All speakers are requested to express themselves in a civil manner, with due respect for the dignity and privacy of others whose legal rights may be affected. Please note: While it is not the Board’s intention to stifle comment on matters of legitimate concern, the public should be aware that if their statements violate the rights of others under the law of defamation or invasion of privacy, they may face personal liability to the injured party. If speakers are uncertain of the legal ramifications of their comments, the Board urges them to seek guidance beforehand from their own legal advisor.

Executive Sessions

Be It Resolved, that a closed session be convened for the purpose of discussing Privacy, Personnel and Legal Matters. The subject matter of these discussions will be disclosed to the public when the reason for confidentiality subsides. Although the Board cannot guarantee it, the length of the Executive Session is estimated to be _____ minutes after which the public meeting of the Board shall reconvene and proceed with business. Action _____ take place.

Mission Statement: We are committed to or exceeding the NJ Student Learning Standards at all grade levels in all areas, and providing a safe and supportive environment where all students are inspired, empowered, and encouraged to maximize their unique potential.

Vision Statement: Students will become life-long learners, critical thinkers, and creative problem solvers who achieve success as valuable and contributing members of society.

2024-2025 Matawan-Aberdeen Regional Board of Education Goals

- Goal 1:** Increase Community Trust & Buy-in
- Goal 2:** Increase Individual Participation Opportunities on the Board
- Goal 3:** Update and Modernize Policies
- Goal 4:** Increase Understanding and Effectively Perform Board Role in Fiscal Oversight

2023-2024 Matawan-Aberdeen Regional School District Strategic Plan Goals

(2024-2025 District Strategic Plan Goals will be approved at a later BOE meeting)

- Goal 1:** Increase student achievement by utilizing up-to-date technology and other instructional resources.
- Goal 2:** Improve and upgrade district facilities, transportation policies and procedures.
- Goal 3:** Increase and enhance community involvement and information sharing.
- Goal 4:** Promote a positive and safe school environment that embraces kindness, diversity, individuality and respect for all with a focus on Social-Emotional Learning (SEL).
- Goal 5:** Promote safety and security for all students, staff, and our school community.

CORRESPONDENCE TO THE BOARD

Email received, Dec 8, 2024, tiffanyjstevenson@outlook.com, regarding “Parent Organization Policy”

Email received, Dec 19, 2024, helenhluu@gmail.com, regarding “Report of Incident Involving Crossing Guard at Strathmore Elementary”

CURRICULUM AND INSTRUCTION - ACTION ITEMS

MOTION: _____ **SECONDED:** _____

A. TRAVEL

Pursuant to travel policy #6471, the following staff is approved for travel related to training and workshops. This travel is deemed educationally necessary and fiscally prudent, and all travel expenditures shall be directly related to and within the scope of the staff member’s current responsibilities and the district’s Professional Development Plan. ([Curriculum & Instruction Attachment #1](#))

Policy: #6471 Travel/Reimbursable Expenses
Rationale: Required estimates to abide by law and policy

B. OTHER

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the participation of twenty attendees, which include student representatives, administration, building staff, and board of education members to attend the YMCA 36th Annual Dr. Martin Luther King, Jr. Commemorative Breakfast on Friday, January 17, 2025 in Long Branch, NJ.

Cost: \$800.00 (Registration) **Account #:** 11-000-230-890-01-0000-0
Cost: NTE \$1400.00 (Transportation) **Account #:** 11-000-270-100-11-0000-0

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the submission of the NJ Department of Education Equivalency Application.

Rationale: MARSD is requesting to utilize the revised QSAC I&P student performance Indicators 1-7. The District believes it is in the best interest of students and the community to measure the District's effectiveness educating all students using the proposed weights at I&P Indicators 1-7 to ensure the school district is evaluated in an equitable means to school districts in NJQSAC Cohort 1 and 2 that will be monitored and evaluated in the 2025-2026 school year and beyond.

End of Action Items

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the Corrective Action Plan - Addressing Student Chronic Absenteeism Pursuant to N.J.S.A. 18A:38-25.1, in the event that 10 percent or more of the students enrolled in a public school are chronically absent, the school(s) shall develop a corrective action plan to improve absenteeism rates. A student is considered chronically absent if the student misses 10 percent or more of the school days in session for which the student was enrolled. Utilizing attendance data from SY23-24, the following schools are on a corrective action plan for SY24-25.

Matawan Regional High School, Matawan Aberdeen Middle School, Cliffwood Elementary, Ravine Drive Elementary, and Strathmore Elementary.

4. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following field trips for the 2024-2025 school year.

Location	Date(s)	School/Grade	Purpose	Funding
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<p>NEW - Grounds for Sculpture, Hamilton Twp., NJ</p>	<p>June 3, 2025 (new date)</p>	<p>HS Gr. 9-12 Students & Staff of the Latin Club</p>	<p>View works of art that coincide with their unit on Roman art</p>	<p>Club Funds</p>
<p>NEW - Wayne Hills HS, Wayne, NJ</p>	<p>January 25, 2025 (new date)</p>	<p>HS Gr. 9-12 Physics Clubs Students & Staff</p>	<p>Physics Olympics - Competition</p>	<p>School Budget</p>
<p>NEW - Rutgers University, Piscataway, NJ</p>	<p>February 26, 2025 (new date)</p>	<p>HS Gr. 9-12 Entrepreneurship Classes & Staff</p>	<p>Students will pitch their startups at the Diamond Challenge Competition, an international hs entrepreneurship pitch competition.</p>	<p>School Budget</p>

STUDENT SERVICES

1. **REVISION (Student was previously approved on 10/17/24)** The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve bedside instruction for the following student(s):

Student	Program	Cost	Effective Dates
163847	Silvergate Prep	\$2,800.00	11/15/24-1/15/25

Rationale: Homebound Instruction Extension

Cost: \$2,800.00

Account#: 11-219-100-320-09-0000-0

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following student to attend an out of district placement for the 2024-2025 School Year.

Student	School	Cost	Effective Dates
170694	Regional Achievement Academy	Tuition \$62,000.00	12/16/24-06/30/25

Rationale: Per Student's IEP

Cost: \$62,000.00

Account#: 11-000-100-562-09-0000-0

PERSONNEL

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following:

A. Resignations/Retirements - 2024/2025 School Year

Name	Loc	Position	Reason	Hire Date	Effective Date

B. Leave of Absence - 2024/2025 School Year

Name	Loc	Position	Type of Leave	With/Without Pay	Effective Dates

C. Appointments - 2024/2025 School Year

1. New Hires

Name	Loc	Position	Step	Salary/Stipend	Replace/Reason	Effective Dates

Note: The law on background checks requires ultimate clearance prior to any employment becoming final, in addition to pre-employment paperwork.

2. Extra-Curricular Activities - 2024/2025 School Year

Name	Loc	Activity	Position	Step/Stipend	Effective Date
Athletic Activities					
Non-Athletic Activities					
Hourly Activities					

3. Instructional Assistants as Substitute Teachers - 2024/2025 School Year

Name	Position	Loc	Salary	Account #	Effective Dates

*IA as Substitute Teacher - \$114.00 Full-Day Rate; \$57.00 Half-Day Rate; \$16.29 Hourly Rate per MAREA Contract

4. Home Instruction - 2024/2025 School Year

Student ID	Subject/Class	Loc	Home Instruction Teacher	Hrs/per Week	# of Weeks	Total Hrs/per Subject	Effective Dates

5. Staff Array Changes - 2024/2025 School Year

Name	Loc/Fte	Current Assignments	Loc/Fte/O/L	New Assignment	Effective Dates/Reason

6. College Student Observers/Teachers/Interns - 2024/2025 School Year

Name	Cooperating Staff Member	Assignment

7. Volunteers - 2024/2025 School Year

Name	Location	Activity	Effective Date

D. Other

1. HIB - 2024/2025 School Year

- The Superintendent recommends the approval of the Harassment, Intimidation and Bullying (HIB) Report as reported during the Executive Session of the Matawan-Aberdeen Board of Education Meeting of December 19, 2024:

Incidents Reported	Confirmed Incidents
5	3

2. Nursing Services Plan - 2024/2025 School Year

- Nursing Services Plan Preschool through Grade 12

POLICY

MOTION: _____

SECONDED: _____

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following:

1. First Reading

Series	Category	Policy/ Regulation	Title	First Reading
2000	Program	P 2417 (M)	Student Intervention and Referral Services	January 2, 2025
9000	Community	P & R 9320 (M)	Cooperation with Law Enforcement Agencies	January 2, 2025
9000	Community	P 9181	Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants	January 2, 2025
6000	Finances	P 6220 (M)	Budget Preparation	January 2, 2025

2. Second Reading-Approval and Adoption

Series	Category	Policy/ Regulation	Title	Second Reading
7000	Property	P 7410 (M)	Maintenance and Repair	January 2, 2025
0000	Bylaws	0131	Bylaws, Policies, and Regulations	January 2, 2025
4000	Support Staff	P 4125 (M)	Employment of Support Staff Members	January 2, 2025
5000	Students	P&R 5320	Immunizations	January 2, 2025
8000	Operations	R 8420.1 (M)	Fire and Fire Drills	January 2, 2025

(M) indicates mandated by state law

FINANCE**MOTION:** _____ **SECONDED:** _____**Board Secretary’s Monthly Certification – December 2024**

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of November 30, 2024, after review of the Secretary’s monthly financial report (appropriation section), and open consultation with appropriate district officials, that to the best of our knowledge no major account fund has been over expended in violation of NJAC 6A:20-2(B), and that sufficient funds are available to meet the district’s financial obligations for the remainder of the school year.

I, Lindsey Case, School Business Administrator/Board Secretary certifies that for the month of November 2024 no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.”



School Business Admin/Board Secretary

Payroll Certification

The School Business Administrator/Board Secretary reported, in compliance with N.J.S.A. 18A:19-1B, has certified the December 13, 2024 in the amount of \$2,271,968.16 and the December 20, 2024 in the amount of \$2,240,980.76.

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following:

1. Receipt and Acceptance of December 2024 Board Secretary’s Report

Recommend the receipt of the Board Secretary Financial Reports as of December 31, 2024, be accepted as filed, and

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 6A:23A-16.10@3 that no major account of Fund has been over expended as of December 31, 2024 based upon the Board Secretary’s Certification and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

2. Treasurer’s Report – December 2024

PURSUANT TO NJAC 6A:23A-16.10 (c) 3, approve the Treasurer’s Report for the month of December 2024.

3. Approve Appropriation Transfers

Recommend that the Board of Education approve the transfers attached.

4. Approve Bills

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$XXXXX.

5. Acceptance of 2023-2024 Annual Audit and Approval of Related Corrective Action Plan

The Superintendent recommends the Matawan-Aberdeen Regional School District Board of Education accept the Audit Report for the 2023-2024 school year prepared by Suplee, Clooney & Company with no findings per the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management Report (AMR), and

BE IT FURTHER RESOLVED that a copy of the audit is to be forwarded to the Monmouth County Executive County Superintendent.

6. School Board Recognition Month in New Jersey January 2025

WHEREAS, The New Jersey School Boards Association has declared January 2025 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The Matawan-Aberdeen Regional School District Board of Education is one of 580 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The Matawan-Aberdeen Regional School District Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

RESOLVED, That the Matawan-Aberdeen Regional School District Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2025 as School Board Recognition month; and be it further

RESOLVED, That the Matawan-Aberdeen Regional School District Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

7. Fire and Evacuation Drills

The following Fire and Evacuation Drills occurred during **December 2024**:

School Name	Security Drill Type	Date & Time
Cambridge Park Pre-school	Lockdown	12/11/24 @ 9:50 am
Cambridge Park Pre-school	Fire Drill	12/12/24 @ 9:03 am
Cliffwood Elementary School	Lockdown	12/11/24 @ 10:30 am
Cliffwood Elementary School	Fire Drill	12/17/24 @ 11:05 am
Matawan Regional High School	Fire Drill	12/9/24 @ 7:45 am
Matawan Regional High School	Active Shooter	12/18/24 @ 9:20 am
Lloyd Road Elementary School	Fire Drill	12/12/24 @ 1:38 pm
Lloyd Road Elementary School	Lockdown	12/19/24 @ 10:10 am
Matawan-Aberdeen Middle School	Active Shooter/Lockdown	12/5/24 @ 8:58 am
Matawan-Aberdeen Middle School	Fire Drill	12/12/24 @ 9:00 am
Ravine Drive Elementary School	Fire Drill	12/12/24 @ 9:50 am
Ravine Drive Elementary School	Lockdown	12/13/24 @ 2:50 pm
Strathmore Elementary School	Fire Drill	12/2/24 @ 9:55 am
Strathmore Elementary School	Lockdown	12/16/24 @ 9:45 am