

**MISSION STATEMENT:** 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.

**REGULAR ACTION MEETING** on December 19, 2024, Lloyd Road Elementary School, 401 Lloyd Road, Aberdeen, NJ.

**I. CALL TO ORDER**

President, Ms. Pell called the Regular Action Meeting to order at 6:31 pm.

**II. STATEMENT OF ADEQUATE NOTICE**

Ms. Ascoli read the following statement:

“The New Jersey Open Public Meeting Law was enacted to ensure 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 June 5, 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 Joint Free Public Library. The notice was also placed on the district’s web site.”

**III. PLEDGE OF ALLEGIANCE**

**IV. ROLL CALL**

|          |                      |                             |
|----------|----------------------|-----------------------------|
| Present: | Ms. Pell - President | Ms. Ascoli - Vice President |
|          | Ms. Feiles           | Ms. Martinez                |
|          | Mr. McGovern         | Mr. Montone                 |
|          | Ms. Skop             | Ms. Spruell                 |
|          | Ms. Werneke          |                             |

Absent:

Also Ms. Perez, Superintendent of Schools

Present: Ms. Case, School Business Administrator/Board Secretary  
 Mr. Liebmann, Assistant Superintendent for School Administration PreK-12  
 Dr. Rawls-Dill, Director of Personnel  
 Mr. Rubin, Board Attorney

**V. EXECUTIVE SESSION I**

Be It Resolved, that a closed session be convened for the purpose of discussing Privacy and Personnel 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 30 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action will not take place.

It was moved by Ms. Martinez, seconded by Ms. Spruell that the Board convene in Executive Session and approved by a unanimous voice vote at 6:33 pm.

It was moved by Mr. McGovern, and seconded by Ms. Ascoli that the Board return to Open Session at 7:07 pm.

**VI. SUPERINTENDENT’S REPORT – Ms. Perez**

Greetings and Happy Holidays to All:

The last two weeks we have had the opportunities to visit schools, attend events like the play at the High School or winter concerts, Winter activities and some of our leaders dressing up as elves! All of this is done in the spirit of the season but it is also a wonderful opportunity to showcase our wonderful talented students and staff. And a heartfelt thank you to all that volunteered or donated to support our families during this holiday season. We are so appreciative.

While it is a great time for many during this holiday season, we also recognize others may be experiencing some challenging times during this holiday season. Please know the district is here to support families and be sure to check our website for community resources for times in need

I want to thank our parents for completing lunch applications this year. As mentioned in previous meetings this helps support our budget. This year we increased applications by 159 who qualify for free and reduced lunch.

|   |        |      |       |
|---|--------|------|-------|
| Low Income Resident Enrollment (Free/Reduced Lunch) | 1047.0 | 1206 | 159.0 |
|---|--------|------|-------|

School Security Update: We met with a private contractor for school security services, specifically Class III officers and have received a proposal. We will be looking to finalize a contract and start effective February. More details to follow. I do want to thank both Chiefs for providing input and support. We will still continue to collaborate with PD to ensure school safety. Our collaboration will continue through our memorandum of agreement which is on this evening’s agenda. The MOA outlines mandatory reporting to law enforcement such as possession of controlled substances on school grounds, firearms, sexual offenses, bias related incidents, planned or threatened violence, and potentially missing, abused or neglected children.

I would like to congratulate Mr. Josh Aronowitz. We recently received notification from the Directors of Athletics Association of New Jersey, Inc., and it states “I would like to congratulate your school on the selection of Mr. Joshua Aronowitz as the DAANJ Sectional Award of Merit Recipient representing the North II Section. Mr. Aronowitz’s outstanding achievements, dedication to student-athletes, and professionalism throughout his career as an Athletic Administrator have led to this acknowledgment by the Directors of Athletics Association of New Jersey (DAANJ).

At this time, I would like turn it over to Dr. Bombardier

**VII. STUDENT REPRESENTATIVE’S REPORT – Lindsay Teubner**

Good evening. To begin, at the high school, Mr. Wells would like to thank all who donated to the MARSD Cares Winter Wonderland Holiday Feast to support families in need within our community this holiday season. Mr. Wells would also like to congratulate both our 2024 Educator and Educational Services Professional of the year, Dr. Neil Jackman and Ms. Amanda Longo. The Matawan Regional High School Student Personnel Services Department is excited to announce our [College & Career Planning Series](#) for Parents & Students. Please join us on Tuesday, January 28th for an Understanding Financial Aid Workshop and on Tuesday, March 11th for our College and Career Fair & FAFSA Assistance/Informational Workshop. Both sessions will take place at the high school beginning at 7:00pm. This past Tuesday was our winter band and chorus concert which was a great success with many students involved. Last year, the Matawan Aberdeen Educational Foundation graciously funded a grant for the initiative ‘Husky’s Closet’. This grant allowed for the purchase of paint, clothing racks, organizational materials, and prom dresses. Husky’s Closet is currently managed by the Women’s Empowerment club at our high school, and they are collecting donations of clothing, household items, and toiletries. They are also currently looking to connect with families in need. Another fundraiser is coming up this weekend. Please support our Baking for Life team at their 18th annual bake sale tomorrow December 20th 7-10pm, Saturday, December 21st 1-10pm, and Sunday, December 22nd 12-3pm at AMF Strathmore Lanes. This bake sale, led by Wendy Levy, is raising funds for a Strathmore student in medical need. We are also supporting the Making Headway foundation for children with brain tumors, and the Jamie Levy Memorial scholarship for volunteerism and community service at MRHS. Students across all grades work together to bake goods and work the sale each year. We hope to see you there! The MRHS PTO is still accepting membership

for the 2024-2025 school year. Membership is essential in funding programs, improving our school, and assisting teachers and students with the resources they need to be successful. Thank you for your support.

Cambridge Park students and staff were excited to welcome the month of December! It's the most wonderful time of the year at Cambridge Park Elementary! On December 3rd and 4th, over 300 parents attended conferences to hear the latest updates from teachers and specialists on how their children are performing in school. Cambridge Park also held its second annual book fair, which raised over \$7,000. This money will be used to purchase books for all classrooms to support the PreK and Kindergarten curriculums. A special thank you to the Cambridge PTO, Mrs. Ripple who organized the whole event, Mrs. Alvarez, and Mrs. Bera for setting up all of the wonderful scholastic books. The students really enjoyed shopping for books! During the week of December 16th-19th, parents and guardians attended the annual winter sing along during students' music classes. This wonderful event was organized by Ms. Amanda & Mrs. Scrofani! Thank you to all who attended! Thank you to all of the Cambridge Park parents and staff who generously donated to the MARS D cares event and the Cambridge Park PTO Toy Drive. This month, the students and staff enjoyed a Bash the Trash Assembly and a special visit from Frosty the Snowman! On behalf of the students and staff at Cambridge Park Elementary, Principal Bera would like to wish everyone a Happy Holiday and a wonderful new year! Happy 2025!

December has been a festive month at Ravine Drive Elementary School! They are wrapping up their Holiday School Spirit Week, which started with toasty toes and comfy clothes and is wrapping up tomorrow with festive holiday wear! Their Holiday Shop was yesterday and Tuesday. Students were overjoyed with the opportunity to buy items for their loved ones prior to Christmas, Hanukkah, and Kwanzaa next week. Ravine wishes everyone a restful and relaxing holiday and New Year and hopes you have the opportunity to spend time with the people you are closest with.

At Strathmore, students enjoyed the annual PTO Holiday Shop last week. Strathmore wishes all families a great winter break!

Cliffwood would like to extend a heartfelt thank you to all of the students and families who attended the Aberdeen Tree Lighting. It was truly a magical evening, and it was so uplifting to see the joy on the children's faces as they sang holiday songs. Their festive spirit spread happiness throughout the night, and Cliffwood is grateful to have been part of such a special community event. They also had a wonderful turnout at Parent-Teacher Conferences last week. It was fantastic to see so many people and to continue building the strong home-school connection that is so vital to students' success. Thank you for your ongoing support in shaping a positive and enriching learning experience for our young learners. In addition, we are thrilled to share that Matthew Wong, a senior at Matawan Regional High School, recently visited Cliffwood to present four different flag designs he created for the school. Matthew spent an afternoon with Cliffwood's students, explaining the meaning behind each of his designs and teaching them fun facts about the history and significance of flags. Afterward, the students voted on their favorite design, and we are excited to announce that we have a winner! The flag is currently being made, and once it arrives, Matthew will return to Cliffwood to present the flag. Cliffwood will proudly raise it on their school's flagpole as a symbol of the community's spirit. They will keep you posted on the date of this special event, and would love for you to join in celebrating this wonderful moment! Cliffwood had a successful PTO Winter Party on the 13th in their cafeteria. It was a festive night filled with music, dancing, games, a basket raffle, prizes, and photos with Santa! They were especially excited this year to offer a sensory room and a more relaxed photo experience with Santa, ensuring all students could enjoy the evening. Finally, the Cliffwood PTO organized a Family Dinner Night at the new *Viva Margarita* restaurant on December 16th. The restaurant generously offered 25% of proceeds to benefit the Cliffwood Elementary PTO. Cliffwood thanks the community for their continued support and wishes everyone a wonderful holiday season and a joyous New Year.

MAMS held its Winter concerts recently. Students in the band and chorus performed over two nights with seasonal music selections. As usual, attendees were impressed by MAMS' students' musical talents. Thanks to everyone who attended these events. MAMS families did a great job of donating toys for Toys for Tots. Congrats to Mrs. Colao and Mrs. Pecorino's Advisory class for collecting the most toys and winning the cookies and hot cocoa party. Thanks to Student Council who did a great job of organizing this fundraiser event. NJHS and Student Council will be holding a Winter Swishes student/faculty basketball game on January 15th at 5:00 p.m. This event will benefit the Make-a-Wish Foundation. Students can sign-up for a 5-person team during lunches starting this Wednesday. This is always a fun event for our school's students and staff. This concludes my report. Thank you!

**VIII. MINUTES**

Motion by Ms. Ascoli, seconded by Ms. Spruell to approve the following minutes:

- Workshop Meeting Minutes, November 14, 2024
- Regular Action Meeting Minutes, November 14, 2024
- Executive Session Meeting I and II Minutes, November 14, 2024

|              | <b>AYE</b> | <b>NAY</b> | <b>ABSTAIN</b> | <b>ABSENT</b> | <b>COMMENTS</b> |
|--------------|------------|------------|----------------|---------------|-----------------|
| Ms. Feiles   | X          |            |                |               |                 |
| Ms. Martinez | X          |            |                |               |                 |
| Mr. McGovern | X          |            |                |               |                 |
| Mr. Montone  | X          |            |                |               |                 |
| Ms. Skop     | X          |            |                |               |                 |
| Ms. Spruell  | X          |            |                |               |                 |
| Ms. Werneke  | X          |            |                |               |                 |
| Ms. Ascoli   | X          |            |                |               |                 |
| Ms. Pell     | X          |            |                |               |                 |

On a roll call vote, nine (9) members voted yes, zero (0) members voted no, zero (0) member were absent

**IX. CORRESPONDENCE TO THE BOARD**

Motion by Ms. Skop, seconded by Ms. Martinez to approve the following correspondence:

Email received Nov 6, 2024, [jennifer.l.corby@gmail.com](mailto:jennifer.l.corby@gmail.com), regarding, “question about PTO policy draft”  
 Email received Nov 11, 2024, [jennifer.l.corby@gmail.com](mailto:jennifer.l.corby@gmail.com), regarding “question about PTO policy draft”

|              | <b>AYE</b> | <b>NAY</b> | <b>ABSTAIN</b> | <b>ABSENT</b> | <b>COMMENTS</b> |
|--------------|------------|------------|----------------|---------------|-----------------|
| Ms. Feiles   | X          |            |                |               |                 |
| Ms. Martinez | X          |            |                |               |                 |
| Mr. McGovern | X          |            |                |               |                 |
| Mr. Montone  | X          |            |                |               |                 |
| Ms. Skop     | X          |            |                |               |                 |
| Ms. Spruell  | X          |            |                |               |                 |
| Ms. Werneke  | X          |            |                |               |                 |
| Ms. Ascoli   | X          |            |                |               |                 |
| Ms. Pell     | X          |            |                |               |                 |

On a roll call vote, nine (9) members voted yes, zero (0) members voted no, zero (0) member were absent

**X. BOARD PRESIDENT’S REPORT – Ms. Pell**

- Happy Holidays
- Notable achievements for 2024: Negotiations for MAREA, FY25 Budget approved, Policy Committee developed cell phone, board communications for social media and articles. Every member participated and achieved Board Certification.

**XI. CURRICULUM AND INSTRUCTION**

Mr. Liebmann presented the Curriculum and Instruction Agenda on which the Board will take action this evening.

Motion by Ms. Skop, seconded by Ms. Feiles to approve the following resolution(s):

**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 following field trips for the 2024-2025 school year.

| Location   | Date(s)                                   | School/Grade                               | Purpose   | Funding                  |
|--|---|--|---|--------------------------|
| <b>REVISED -</b><br>Matawan Public Library and Main Street Donuts, Matawan, NJ | January 10, 2025<br><b>(revised date)</b> | HS CBI<br>Students & Staff                 | Tour the library and learn about the job of a librarian. Open a library card and learn how to check out books. Tour the donut shop and talk to the owner.   | Student Services Funding |
| <b>REVISED -</b><br>Jr. Achievement of NJ, Edison, NJ                          | January 21, 2025<br><b>(revised date)</b> | HS Junior Achievement<br>Students & Staff  | Financial Literacy simulation and activity.   | School Budget            |
| <b>NEW -</b><br>Bowlero, Hazlet, NJ  | January 24, 2025                          | MS MD & Autism Program<br>Students & Staff | Students learn taking turns, following rules, and being respectful to others. Also promotes physical activity & socialization.                              | Student Services Funding |
| <b>REVISED -</b><br>Nora’s Ceramics & Lunchette, Keansburg, NJ                 | February 7, 2025<br><b>(revised date)</b> | MS MD & Autism Program<br>Students & Staff | Provide students with sensory enriched art experiences and engage in conversation with classmates. Students will also practice the skill of ordering lunch. | Student Services Funding |
| <b>REVISED -</b>   | March 14, 2025                            | HS CBI                                     | Tour the kitchen  | Student Services         |

|  |                                    |                                |   |                          |
|--|------------------------------------|--------------------------------|---|--------------------------|
| No Limits Cafe,<br>Red Bank, NJ                              | (revised date)                     | Students & Staff               | and prep areas of the cafe. Learn what it takes to run a cafe and talk to the owner.  | Funding                  |
| <b>NEW</b> -<br>Yestercades,<br>Red Bank, NJ                 | March 28, 2025                     | HS CBI<br>Students & Staff     | Provide an opportunity to interact with others and work on turn-taking and waiting for games to be available.               | Student Services Funding |
| <b>REVISED</b> -<br>Rutgers Geology,<br>New Brunswick,<br>NJ | May 1 - 2, 2025<br>(revised dates) | CL Grade 2<br>Students & Staff | To teach students about the natural world.  | PTO Funds                |
| <b>REVISED</b> -<br>Poricy Park,<br>Red Bank, NJ             | May 16, 2025<br>(revised date)     | RD Grade 3<br>Students & Staff | This trip will provide a learning opportunity of land and preservation methods while also participating in the fossil hunt. | PTO Funds                |
| <b>REVISED</b> -<br>Oak Tree Lodge,<br>Wall, NJ              | June 11, 2025<br>(revised date)    | MS Grade 8<br>Students & Staff | 8th Grade Picnic  | Student Funds            |

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the submission of the district’s School Safety and Security Plan Annual Review Statement of Assurance (SOA) for the 2024 – 2025 school year.

**Rationale:** In accordance with N.J.A.C. 6A:16-5.1 School Safety and Security Plans, each school district is required to have comprehensive plans, procedures and mechanisms that provide for safety and security in the school district’s public schools. The School Safety and Security Plan (SSSP) must meet the minimum state requirements and clearly define plans, policies and procedures for prevention of, response to and recovery from emergencies and crises. The SSSP is developed and reviewed with key stakeholders such as law enforcement agencies, public health agencies, social services providers, emergency management planners, district, school and other community resources.

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the Matawan Regional High School baseball team for an overnight trip to compete in pre-season games in Delaware. The team will be departing on Friday, March 21, 2025 and will be returning on Saturday, March 22, 2025.

**Rationale:** This trip will enable student-athletes and coaches to compete in three scrimmages that would not be available to them in New Jersey due to competition and weather. The trip will also serve as a team bonding experience.

**Cost:** No Cost to District (funded by parent booster and families)

4. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve up to three coaches and up to four high school students to attend the 2025 NJSIAA State Wrestling Tournament at the Convention Hall in Atlantic City, NJ on March 6, March 7, and 8, 2025.

**Rationale:** Supervision provided by wrestling coaches for athletes qualifying for state level wrestling championships.

**Cost:** \$ 2,500 (NTE)

**Account #:** 11-402-100-580-30-1402-1

**5. Annual Memorandum of Agreement between MARSD and the Aberdeen Township Police Department**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the Annual Memorandum of Agreement between the Matawan-Aberdeen Regional School District and the Aberdeen Township Police Department.

**6. Annual Memorandum of Agreement between MARSD and the Matawan Borough Police Department**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the Annual Memorandum of Agreement between the Matawan-Aberdeen Regional School District and the Matawan Borough Police Department.

|              | <b>AYE</b> | <b>NAY</b> | <b>ABSTAIN</b> | <b>ABSENT</b> | <b>COMMENTS</b>        |
|--------------|------------|------------|----------------|---------------|------------------------|
| Ms. Feiles   | X          |            |                |               |                        |
| Ms. Martinez | X          |            |                |               |                        |
| Mr. McGovern | X          |            |                |               |                        |
| Mr. Montone  | X          |            | X              |               | Abstained from Item #5 |
| Ms. Skop     | X          |            |                |               |                        |
| Ms. Spruell  | X          |            |                |               |                        |
| Ms. Werneke  | X          |            |                |               |                        |
| Ms. Ascoli   | X          |            |                |               |                        |
| Ms. Pell     | X          |            |                |               |                        |

On a roll call vote, nine (9) members voted yes, zero (0) members voted no, zero (0) member were absent one (1) member abstained from Item #5.

**XII. STUDENT SERVICES**

Mr. Liebmann presented the Student Services Agenda on which the Board will take action this evening.

Motion by Ms. Martinez, seconded by Ms. Spruell to approve the following resolution(s):

**1. REVISION (Student was previously approved on 11/14/24)** 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.

| <b>Student</b> | <b>School</b>             | <b>Cost</b>  | <b>Effective Dates</b> |
|----------------|---------------------------|--|------------------------|
| 158817         | Keansburg School District | \$23,158.00 Tuition (plus counseling session per IEP at \$125.00 a session once a week not to exceed \$5,625.00) | 9/1/24-6/30/25         |

**Rationale:** Per Students IEP  
**Cost:** \$28,783.00 (Previous amount \$26,783.00) Account #: 11-000-100-566-09-0000-0

**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 (per Settlement Agreement BOE approved Oct 17, 2024).

| <b>Student</b> | <b>School</b>  | <b>Cost</b>         | <b>Effective Dates</b> |
|----------------|----------------|---------------------|------------------------|
| 163249         | The Academy NJ | \$32,477.00 Tuition | 9/4/24-6/28/25         |

**Cost:** \$32,447.00 Account #: 11-000-100-566-09-0000-0

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the agreement with the following provider for the 2024-2025 school year.

| Student | School           | Cost   | Effective Dates  |
|---------|------------------|--|------------------|
| 157785  | Newgrange School | \$2,000.00 Speech Evaluation<br>\$2,000.00 Occupational Evaluation | 11/1/24-11/30/24 |

**Rationale:** Per Student IEP **Account #:** 11-000-216-320-09-0000-0

**Cost:** \$4,000.00

4. 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   |
|---------|----------------|------------|-------------------|
| 163619  | LearnWell      | \$2,320.00 | 11/26/24-12/26/24 |
| 160071  | LearnWell      | \$2,320.00 | 11/28/24-12/28/24 |
| 165329  | LearnWell      | \$2,320.00 | 12/14/24-1/14/25  |
| 170052  | LearnWell      | \$2,320.00 | 12/13/24-1/12/25  |
| 160071  | Rutgers Health | \$1,500.00 | 12/9/24-12/20/24  |

**Cost:** \$2,320.00 **Account #:** 11-150-100-320-09-0000-0

**Cost:** \$2,320.00 **Account #:** 11-219-100-320-09-0000-0

**Cost:** \$2,320.00 **Account #:** 11-219-100-320-09-0000-0

**Cost:** \$2,320.00 **Account #:** 11-219-100-320-09-0000-0

**Cost:** \$1,500.00 **Account #:** 11-219-100-320-09-0000-0

5. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the agreement with the following provider for the 2024-2025 school year. The use of facilities will be granted for educational, cultural, recreational and civic activities.

| Provider              | Cost       | Effective Dates |
|-----------------------|------------|-----------------|
| YMCA Raritan Bay Area | \$2,000.00 | 1/3/24-6/30/25  |

**Cost:** \$ 2,000.00 **Account #** 20-218-200-321-09-0000-0

6. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the agreement with the following provider for the 2024-2025 school year.

| Provider                  | Cost   | Effective Dates |
|---------------------------|--|-----------------|
| Planet Fitness Membership | \$1,440.00 (12 students @ \$120.00 per student. Reach Program) | 1/1/25-6/30/25  |

**Cost:** \$1,440.00 **Account #:** 20-218-200-321-09-0000-0

7. **REVISION (Student was previously approved on 09/12/24)** The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve student 171283 from Shore Regional Board of Education to attend the K.E.Y.S. Academy from September 5,2024 to October 24, 2024 at a tuition rate of \$4,444.48

**Rationale:** Student Disenrolled



|              | AYE | NAY | ABSTAIN | ABSENT | COMMENTS |
|--------------|-----|-----|---------|--------|----------|
| Ms. Feiles   | X   |     |         |        |          |
| Ms. Martinez | X   |     |         |        |          |
| Mr. McGovern | X   |     |         |        |          |
| Mr. Montone  | X   |     |         |        |          |
| Ms. Skop     | X   |     |         |        |          |
| Ms. Spruell  | X   |     |         |        |          |
| Ms. Werneke  | X   |     |         |        |          |
| Ms. Ascoli   | X   |     |         |        |          |
| Ms. Pell     | X   |     |         |        |          |

On a roll call vote, nine (9) members voted yes, zero (0) members voted no, zero (0) member were absent

**XIII. PERSONNEL**

Dr. Rawls-Dill reviewed the Personnel Agenda to include Walk-In Items on which the Board will take action this evening.

Motion by Ms. Ascoli, seconded by Ms. Werneke to approve the following resolution(s):

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  |
|-----------------|-----|--------------------------|-------------|------------|---|
| Guzzi, Nikilynn | CO  | Transportation Assistant | Resignation | 11/25/2024 | 11/26/2024  |
| Lemma, Cheryl   | MS  | Secretary - 12 Months    | Retirement  | 3/21/2000  | 4/30/2025<br>Amended Date - Previously Approved on 11/14/2024 |
| Nelson, Matthew | CP  | Instructional Assistant  | Resignation | 9/1/2024   | 12/31/2024  |

**B. Leave of Absence - 2024/2025 School Year**

| Name              | Loc | Position                | Type of Leave               | With/Without Pay        | Effective Dates  |
|-------------------|-----|-------------------------|-----------------------------|-------------------------|--|
| Brown, Eric       | HS  | Teacher                 | Paternity/<br>FMLA/NJFLA    | Without Pay             | 3/17/25-6/13/25  |
| De Michele, Karen | LR  | Instructional Assistant | Medical                     | With Pay                | 12/2/24-2/28/25  |
| Giannone, Tara    | CL  | Teacher                 | Maternity<br>Maternity/FMLA | With Pay<br>Without Pay | 1/15/25-3/19/25<br>3/20/25-6/30/25<br>Amended Dates - Previously Approved 11/14/24 |
| Lyttle, Amanda    | MS  | School                  | Maternity                   | With Pay                | 2/5/25-3/12/25   |

| Name                  | Loc | Position                | Type of Leave                         | With/Without Pay           | Effective Dates   |
|-----------------------|-----|-------------------------|---------------------------------------|----------------------------|---|
|                       |     | Counselor               | Maternity/FMLA<br>FMLA/NJFLA          | Without Pay<br>Without Pay | 3/13/25-4/9/25<br>4/10/25-6/30/25<br>Amended Dates -<br>Previously Approved<br>11/14/24     |
| Mc Gowan, Michael     | HS  | Teacher                 | FMLA/NJFLA                            | Without Pay                | 3/3/25-5/30/25  |
| Meany, Karen          | RD  | Teacher                 | Medical                               | With Pay                   | 11/11/24-1/3/25<br>Amended Dates -<br>Previously Approved<br>11/14/24                       |
| O'Brien, Denise       | ST  | Instructional Assistant | FMLA/NJFLA<br>Intermittent Days       | With Pay                   | 12/16/24-3/28/25  |
| Panicker, Sreeba      | ST  | Instructional Assistant | Personal                              | Without Pay                | 2/26/25-2/28/25   |
| Pisani, Laura         | HS  | Teacher                 | Personal                              | Without Pay                | 2/10/25-2/11/25   |
| Pra Sisto, Samantha   | HS  | Teacher                 | Maternity<br>Maternity/<br>FMLA/NJFLA | With Pay<br>Without Pay    | 4/22/25-5/23/25<br>5/27/25-6/30/25  |
| Scheuing, James       | MS  | Teacher                 | Medical                               | With Pay                   | 4/22/25-6/30/25   |
| Scianna, Madeline     | ST  | Instructional Assistant | Personal                              | Without Pay                | 1/8/25-1/10/25  |
| Teixeira, Kristina    | RD  | Teacher                 | FMLA/NJFLA                            | Without Pay                | 9/3/24-11/27/24<br>Amended Dates -<br>Previously Approved<br>on 3/21/24                     |
| Tyburczy, Philip      | MS  | Assistant Principal     | Medical                               | With Pay                   | 1/2/25-1/23/25  |
| Walengewicz, Kathleen | CO  | School Bus Driver       | Medical<br>Medical/FMLA               | With Pay<br>Without Pay    | 10/21/24-11/15/24<br>11/18/24-2/18/25<br>Amended Dates -<br>Previously Approved<br>11/14/24 |
| Weaver, April         | CO  | School Bus Driver       | Medical/FMLA<br>(Intermittent)        | Without Pay                | 12 Weeks as<br>needed from<br>1/1/25-12/31/25   |
| Wells, Michael W.     | HS  | Hall Monitor            | Medical                               | With Pay                   | 11/11/24-11/22/24   |

**C. Appointments - 2024/2025 School Year**

**1. New Hires**

| Name                | Loc | Position  | Step | Salary/Stipend   | Replace/Reason      | Effective Dates |
|---------------------|-----|---|------|--|---------------------|-----------------|
| Ortega, Wendy       | CL  | Instructional Assistant - Kindergarten              | A1   | \$24,150.00 + \$805.00 AA Stipend = \$24,955.00 (Prorated)         | Reynolds Retirement | 1/2/25-6/30/25  |
| Padilla, Lajuan     | LR  | Principal’s Secretary - 12 Months                   | S2-3 | \$31,820.00 + \$2,400.00 Principal Secretary Stipend = \$34,220.00 | Ferrara Retirement  | 12/9/24-6/30/25 |
| Paone-Hurd, Krysten | MS  | Acting Assistant Principal                          | N/A  | \$300/Per Diem   | Tyburczy LOA        | 1/2/25-1/23/25  |
| Yemi-Forli, Maria   | CL  | Instructional Assistant - K-2 Autism Self-Contained | A1   | \$24,150.00  | Hebding Retirement  | 1/2/25-6/30/25  |

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

**2. Curriculum & Instruction - 2024/2025 School Year**

| Name   | Position | Staff | Activity   | Max Hours          | Cost/Hr | Total Cost |
|--|----------|-------|--|--------------------|---------|------------|
| 2769<br>Alli, Asma<br>Blodgett, Madeleine<br>Borchers, Sheri<br>Davila, Jessica<br>Kapadia, Vishakha<br>Leslie, Kathryn<br>Spaur, Isabel | Teachers | 7     | Teachers for Title III ESL Funded Family Nights K-12 | Up to 9 hours each | \$35    | \$1,890    |

**Account #:** 20-241-200-100-04-0000-0

**3. Extra-Curricular Activities - 2024/2025 School Year**

| Name                       | Loc | Activity                    | Position        | Step/Stipend           | Effective Date        |
|----------------------------|-----|-----------------------------|-----------------|------------------------|-----------------------|
| <b>Athletic Activities</b> |     |                             |                 |                        |                       |
| Pickell, Lee               | HS  | Unified/Special Olympics    | Coach           | \$3,135.00             | 2024/2025 School Year |
| Wilensky, Daniel           | HS  | Unified/Special Olympics    | Coach           | \$3,135.00             | 2024/2025 School Year |
| <b>Hourly Activities</b>   |     |                             |                 |                        |                       |
| Ferrara, Michael           | LR  | Extra-Curricular Activities | One-to-One Aide | Employee’s Hourly Rate | 2024-2025 School Year |
| Hagan, Scott               | LR  | Extra-Curricular            | One-to-One Aide | Employee’s             | 2024-2025             |

| Name                | Loc | Activity                    | Position        | Step/Stipend           | Effective Date        |
|---------------------|-----|-----------------------------|-----------------|------------------------|-----------------------|
|                     |     | Activities                  |                 | Hourly Rate            | School Year           |
| Johannesen, Michele | LR  | Extra-Curricular Activities | One-to-One Aide | Employee's Hourly Rate | 2024-2025 School Year |
| Zitzman, Denise     | LR  | Extra-Curricular Activities | One-to-One Aide | Employee's Hourly Rate | 2024-2025 School Year |

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

| Name         | Position                 | Loc | Salary              | Account #                | Effective Dates |
|--------------|--------------------------|-----|---------------------|--------------------------|-----------------|
| Ulaj, Lirije | IA as Substitute Teacher | CL  | Per MAREA Contract* | 11-120-100-101-11-0004-9 | 9/1/24-6/30/25  |

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

#### 5. 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   |
|----------------------|---------------------------|-----|--------------------------|--------------|------------|-----------------------|-------------------|
| <b><u>160006</u></b> | Marine Science            | HS  | Heather Walsh            | 2            | 1          | 2                     | 10/18/24-10/30/24 |
| 160006               | Strength/Conditioning     | HS  | Robert Carnovsky         | 2            | 1          | 2                     | 10/18/24-10/30/24 |
| 160006               | English 4                 | HS  | Jennifer Moller          | 2            | 1          | 2                     | 10/18/24-10/30/24 |
| <b><u>160071</u></b> | Spanish 2                 | HS  | First Children Services  | 2            | 6          | 12                    | 12/9/24-2/3/25    |
| 160071               | Lab Environmental Science | HS  | First Children Services  | 2            | 6          | 12                    | 12/9/24-2/3/25    |
| 160071               | Algebra 2                 | HS  | First Children Services  | 2            | 6          | 12                    | 12/9/24-2/3/25    |
| 160071               | US History 2              | HS  | First Children Services  | 2            | 6          | 12                    | 12/9/24-2/3/25    |
| 160071               | Grade 11 Health & PE      | HS  | First Children Services  | 2            | 6          | 12                    | 12/9/24-2/3/25    |
| 160071               | English 3                 | HS  | First Children Services  | 2            | 6          | 12                    | 12/9/24-2/3/25    |
| <b><u>160374</u></b> | American Literature       | HS  | Jennifer Moller          | 2            | 5          | 10                    | 10/24/24-12/3/24  |
| 160374               | Chemistry                 | HS  | Robert Carnovsky         | 2            | 5          | 10                    | 10/24/24-12/3/24  |
| 160374               | Geometry                  | HS  | Jennifer Moller          | 2            | 5          | 10                    | 10/24/24-12/3/24  |
| 160374               | US History 2              | HS  | Robert Carnovsky         | 2            | 5          | 10                    | 10/24/24-12/3/24  |
| <b><u>160545</u></b> | Lab Environmental         | HS  | Heather Walsh            | 2            | 8          | 16                    | 11/4/24-1/17/25   |

| Student ID           | Subject/Class               | Loc | Home Instruction Teacher | Hrs/per Week | # of Weeks | Total Hrs/per Subject | Effective Dates              |
|----------------------|-----------------------------|-----|--------------------------|--------------|------------|-----------------------|------------------------------|
|                      | Science                     |     |                          |              |            |                       |                              |
| 160545               | Grade 11 Health & PE        | HS  | Shannon Claudio          | 2            | 8          | 16                    | 11/4/24-1/17/25              |
| 160545               | English 3                   | HS  | Jennifer Moller          | 2            | 8          | 16                    | 11/4/24-1/17/25              |
| 160545               | US History 2                | HS  | Robert Carnovsky         | 2            | 8          | 16                    | 11/4/24-1/17/25              |
| 160545               | Algebra 2                   | HS  | Robert Carnovsky         | 2            | 8          | 16                    | 11/4/24-1/17/25              |
| <b><u>161537</u></b> | Science                     | MS  | First Children Services  | 2            | 4          | 8                     | 11/25/24-12/20/24            |
| 161537               | Social Studies              | MS  | First Children Services  | 2            | 4          | 8                     | 11/25/24-12/20/24            |
| 161537               | Language Art                | MS  | First Children Services  | 2            | 4          | 8                     | 11/25/24-12/20/24            |
| 161537               | Math                        | MS  | First Children Services  | 2            | 4          | 8                     | 11/25/24-12/20/24            |
| <b><u>162864</u></b> | Algebra 2                   | HS  | Robert Carnovsky         | 2            | 6          | 12                    | 11/25/24-12/20/24            |
| 162864               | US History 1                | HS  | Mark Brubaker            | 2            | 6          | 12                    | 11/25/24-12/20/24            |
| <b><u>162990</u></b> | Lab Chemistry               | HS  | Robert Carnovsky         | 2            | 17         | 34                    | 11/25/24-1/30/25             |
| 162990               | Grade 10 Physical Education | HS  | Shannon Claudio          | 2            | 17         | 34                    | 11/25/24-1/30/25             |
| 162990               | English 2                   | HS  | Jennifer Moller          | 2            | 17         | 34                    | 11/25/24-1/30/25             |
| 162990               | Geometry                    | HS  | Julia Cacciatore         | 2            | 17         | 34                    | 11/25/24-1/30/25             |
| 162990               | US History 1                | HS  | Mark Brubaker            | 2            | 17         | 34                    | 11/25/24-1/30/25             |
| <b><u>163537</u></b> | Algebra 2                   | HS  | Julia Cacciatore         | 2            | 2          | 4                     | 11/18/24-12/5/24             |
| 163537               | English 4                   | HS  | Heather Walsh            | 2            | 2          | 4                     | 11/18/24-12/5/24             |
| 163537               | Grade 12 Health & PE        | HS  | Shannon Claudio          | 2            | 2          | 4                     | 11/18/24-12/5/24             |
| <b><u>163619</u></b> | Math                        | LR  | Rebecca Heuer            | 2            | 2          | 4                     | 11/21/24, 11/22/24, 11/24/24 |
| 163619               | Science                     | LR  | Rebecca Heuer            | 2            | 2          | 4                     | 11/21/24, 11/22/24, 11/24/24 |
| 163619               | Language Arts               | LR  | Rebecca Heuer            | 2            | 2          | 4                     | 11/21/24, 11/22/24, 11/24/24 |

| Student ID           | Subject/ Class       | Loc | Home Instruction Teacher | Hrs/per Week | # of Weeks | Total Hrs/per Subject | Effective Dates              |
|----------------------|----------------------|-----|--------------------------|--------------|------------|-----------------------|------------------------------|
| 163619               | Social Studies       | LR  | Rebecca Heuer            | 2            | 2          | 4                     | 11/21/24, 11/22/24, 11/24/24 |
| 163619               | Physical Education   | LR  | Rebecca Heuer            | 2            | 2          | 4                     | 11/21/24, 11/22/24, 11/24/24 |
| <b><u>164337</u></b> | Algebra 2            | HS  | Julia Cacciatore         | 2            | 2          | 4                     | 11/18/24-12/2/24             |
| 164337               | English 3            | HS  | Heather Walsh            | 2            | 2          | 4                     | 11/18/24-12/2/24             |
| 164337               | Grade 11 Health & PE | HS  | Shannon Claudio          | 2            | 2          | 4                     | 11/18/24-12/2/24             |
| <b><u>165412</u></b> | Science              | MS  | Joseph Coppola           | 2            | 8          | 16                    | 12/3/24-1/28/25              |
| 165412               | Social Studies       | MS  | Brian Duffy              | 2            | 8          | 16                    | 12/3/24-1/28/25              |
| 165412               | Language Arts        | MS  | Jennifer Moller          | 2            | 8          | 16                    | 12/3/24-1/28/25              |
| 165412               | Math                 | MS  | Tatiana Lenge            | 2            | 8          | 16                    | 12/3/24-1/28/25              |

#### 6. Staff Array Changes - 2024/2025 School Year

| Name                   | Loc/Fte             | Current Assignments                    | Loc/Fte/O/L                    | New Assignment   | Effective Dates/Reason   |
|------------------------|---------------------|--|--------------------------------|--|--|
| Fiedler, Charnell      | ST: 1.00            | Instructional Assistant                | CL: 1.00                       | Instructional Assistant  | 12/9/24-6/30/25  |
| Peters-Esposito, Mindy | CL: 1.00            | Personal Aide PreK                     | CL: 1.00                       | Instructional Assistant Kindergarten                               | 1/2/25-6/30/25   |
| Werner, Kelli          | CL: 1.00            | Special Ed Teacher                     | CL: .60<br>ST: .40             | Special Ed Teacher<br>Special Ed Teacher                           | 12/9/24-5/26/25<br>Cohen LOA   |
| Fischer, Nicole        | LR: 1.00            | Special Ed Teacher<br>ICR Math/Science | LR: 1.00                       | Special Ed Teacher<br>ICR ELA/SS                                   | 1/2/25-6/30/25   |
| Foti, Stephanie        | LR: 1.00            | Special Ed Teacher<br>ICR              | LR: 1.00                       | Special Ed Teacher<br>POR  | 1/2/25-6/30/25   |
| O'Brien, Kimberly      | LR: 1.00            | Special Ed Teacher<br>ICR ELA          | LR: 1.00                       | Special Ed Teacher<br>ICR Math/Science                             | 1/2/25-6/30/25   |
| Baumert, Deana         | MS: 1.00            | Computer Literacy                      | MS: 1.00<br>.33 O/L            | Computer Literacy<br>LAL Grade 8 ICR                               | 11/25/24-12/20/24<br>Apple LOA   |
| Monro, David           | MS: 1.00<br>.33 O/L | Special Ed Teacher<br>LAL Grade 7 ICR  | MS: 1.00<br>.33 O/L<br>.33 O/L | Special Ed Teacher<br>LAL Grade 7 ICR<br>SS/Science Grade 8<br>ICR | 11/25/24-12/20/24<br>Apple LOA   |
| Wietecha, Corinne      | MS: 1.00            | Math Teacher                           | MS: 1.00<br>.33 O/L            | Math Teacher<br>Math Grade 8 ICR                                   | 11/25/24-12/20/24<br>Apple LOA   |
| Goldstone, Chani       | MS: 1.00<br>.17 O/L | Math Teacher<br>Study Hall<br>Grade 8  | MS: 1.00                       | Math Teacher   | 10/30/24-11/22/24<br>Gray LOA<br>Amended -<br>Previously Approved<br>on 11/14/24 |

| Name           | Loc/Fte              | Current Assignments                | Loc/Fte/O/L                         | New Assignment   | Effective Dates/Reason   |
|----------------|----------------------|------------------------------------|-------------------------------------|--|--|
| Certa, Anthony | MS: 1.00             | Special Ed Teacher                 | MS: 1.00<br>.17 O/L                 | Special Ed Teacher<br>Social Studies<br>Grade 8 POR                | 11/25/24-12/3/24<br>Gray LOA<br>Amended -<br>Previously Approved<br>on 11/14/24            |
| Massa, Lauren  | MS: 1.00             | Special Ed Teacher                 | MS: 1.00<br>.17 O/L                 | Special Ed Teacher<br>Science<br>Grade 8 POR                       | 11/25/24-12/3/24<br>Gray LOA<br>Amended -<br>Previously Approved<br>on 11/14/24            |
| Santos, Lisa   | MS: 1.00             | Special Ed Teacher                 | MS: 1.00<br>.17 O/L                 | Special Ed Teacher<br>Science<br>Grade 8 POR                       | 11/25/24-12/3/24<br>Gray LOA<br>Amended Dates -<br>Previously Approved<br>on 11/14/2024    |
| Tarrazi, Dylan | MS: 1.00             | Social Studies<br>Teacher          | MS: 1.00<br>.17 O/L                 | Social Studies<br>Teacher<br>Social Studies<br>Grade 8 POR         | 11/25/24-12/3/24<br>Gray LOA<br>Amended Dates -<br>Previously Approved<br>on 11/14/24      |
| Layton, Leah   | MS: 1.00             | Special Ed English<br>Grade 8 ICR  | MS: 1.00<br>.33 O/L                 | Special Ed English<br>Grade 8 ICR<br>Language Arts ICR<br>Grade 7  | 9/11/24-12/20/24<br>Koranda Transfer<br>Amended Dates -<br>Previously Approved<br>09/12/24 |
| Taylor, Scott  | MS: .67<br>KEYS: .33 | Special Ed Math<br>Special Ed Math | MS: .67<br>KEYS: .33<br>MS: .33 O/L | Special Ed Math<br>Special Ed Math<br>Language Arts ICR<br>Grade 7 | 1/2/25-3/3/25<br>Koranda Transfer<br>(Layton)  |

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

| Name            | Cooperating Staff Member    | Assignment  |
|-----------------|-----------------------------|---|
| Cordi, Nicole   | Kelly Bera, Principal       | Cambridge Park Elementary School<br>Administrative Internship Montclair<br>State University Spring 2025 |
| Nelson, Matthew | Dawn Alvarez/Brianna Burlew | Ravine Drive Elementary School<br>Student Observer Georgian Court<br>University Fall 2024               |

#### 8. Volunteers - 2024/2025 School Year

| Name            | Location | Activity                               | Effective Date           |
|-----------------|----------|--|--------------------------|
| Nelson, Matthew | HS/MS    | Basketball, Baseball                   | 2024/2025<br>School Year |
| Phillips, Karl  | HS       | Basketball, Football,<br>Track & Field | 2024/2025<br>School Year |

**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 November 14, 2024:

| Incidents Reported | Confirmed Incidents |
|--------------------|---------------------|
| 3                  | 1                   |

**2. Moving Compensation - 2024/2025 School Year**

- Lauren Miles - Up to 5 hours at \$25/hr

**3. Additional Pay - 2024/2025 School Year**

- Karl Phillips - Up to 10 hours per week from 11/12/2024 - 11/22/2024 (Wells LOA)
- Lauren Miles - Up to 35 hours at Employee’s Hourly Rate

**4. Affirmative Action Team Member - 2024/2025 School Year**

- Sheryl Preiser, Cliffwood Elementary School (Nicolaou Resignation)

**PERSONNEL WALK-IN ITEMS**

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

**1. Resignations/Retirements - 2024/2025 School Year**

| Name            | Loc | Position | Reason      | Hire Date | Effective Date |
|-----------------|-----|----------|-------------|-----------|----------------|
| Employee # 6613 | ST  | Teacher  | Termination | 9/19/22   | 12/20/24       |

**2. Leave of Absence - 2024/2025 School Year**

| Name               | Loc | Position                | Type of Leave | With/Without Pay | Effective Dates   |
|--------------------|-----|-------------------------|---------------|------------------|---|
| Jerabek, Joseph    | ST  | Principal               | Medical       | With Pay         | 1/2/25-5/22/25  |
| Diaz-Valle, Evelyn | CL  | Instructional Assistant | FMLA/NJFLA    | With Pay         | 10/16/24-2/28/25<br>Amended Dates -<br>Previously Approved<br>on 11/14/24 |
| Wishnik, Jennifer  | HS  | Teacher                 | Medical       | With Pay         | 11/15/24-1/15/25<br>Amended Dates -<br>Previously Approved<br>on 11/14/24 |

**3. Appointments - 2024/2025 School Year**

| Name                   | Loc | Position                 | Step | Salary/Stipend             | Replace/Reason    | Effective Dates |
|------------------------|-----|--------------------------|------|----------------------------|-------------------|-----------------|
| Garcia Colon, Gabriela | CO  | Transportation Assistant | N/A  | \$27.75/Hr                 | Guzzi Resignation | 1/2/25-6/30/25  |
| Kelly, Lauren          | ST  | Acting Principal         | A1   | \$146,761.44<br>(Prorated) | Jerabek Leave     | 1/2/25-5/22/25  |



**4. Administrative Leave with Pay - 2024/2025 School Year**

- Employee #6768 Administrative Leave with Pay 12/04/2024 - 12/20/2024

|              | <b>AYE</b> | <b>NAY</b> | <b>ABSTAIN</b> | <b>ABSENT</b> | <b>COMMENTS</b>              |
|--------------|------------|------------|----------------|---------------|------------------------------|
| Ms. Feiles   | X          |            |                |               |                              |
| Ms. Martinez | X          |            |                |               |                              |
| Mr. McGovern | X          |            |                |               |                              |
| Mr. Montone  | X          |            |                |               |                              |
| Ms. Skop     | X          |            |                |               |                              |
| Ms. Spruell  | X          |            |                |               |                              |
| Ms. Werneke  | X          |            | X              |               | Abstained from 2B,<br>line 2 |
| Ms. Ascoli   | X          |            |                |               |                              |
| Ms. Pell     | X          |            |                |               |                              |

On a roll call vote, nine (9) members voted yes, zero (0) members voted no, zero (9) member were absent, and one (1) member abstained from Item 2B, line 2.

**XIV. POLICY**

Mr. Liebmann reviewed the Policy Agenda on which the Board will take action this evening.

Motion by Ms. Feiles, seconded by Mr. McGovern to approve the following resolution(s):

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

**1. First Reading**

| <b>Series</b> | <b>Category</b> | <b>Policy/<br/>Regulation</b> | <b>Title</b>                           | <b>First Reading</b> |
|---------------|-----------------|-------------------------------|--|----------------------|
| 7000          | Property        | P 7410 (M)                    | Maintenance and Repair                 | December 19, 2024    |
| 0000          | Bylaws          | 0131                          | Bylaws, Policies, and Regulations      | December 19, 2024    |
| 4000          | Support Staff   | P 4125 (M)                    | Employment of Support Staff<br>Members | December 19, 2024    |
| 5000          | Students        | P&R 5320                      | Immunizations                          | December 19, 2024    |
| 8000          | Operations      | R 8420.1 (M)                  | Fire and Fire Drills                   | December 19, 2024    |

**2. Second Reading-Approval and Adoption**

| <b>Series</b> | <b>Category</b> | <b>Policy/<br/>Regulation</b> | <b>Title</b>         | <b>Second Reading</b> |
|---------------|-----------------|-------------------------------|----------------------|-----------------------|
| 9000          | Community       | P 9210                        | Parent Organizations | December 19, 2024     |

**(M) indicates mandated by state law**

|              | <b>AYE</b> | <b>NAY</b> | <b>ABSTAIN</b> | <b>ABSENT</b> | <b>COMMENTS</b> |
|--------------|------------|------------|----------------|---------------|-----------------|
| Ms. Feiles   | X          |            |                |               |                 |
| Ms. Martinez | X          |            |                |               |                 |
| Mr. McGovern | X          |            |                |               |                 |
| Mr. Montone  | X          |            |                |               |                 |

|             | AYE | NAY | ABSTAIN | ABSENT | COMMENTS |
|-------------|-----|-----|---------|--------|----------|
| Ms. Skop    | X   |     |         |        |          |
| Ms. Spruell | X   |     |         |        |          |
| Ms. Werneke | X   |     |         |        |          |
| Ms. Ascoli  | X   |     |         |        |          |
| Ms. Pell    | X   |     |         |        |          |

On a roll call vote, nine (9) members voted yes, zero (0) members voted no, zero (9) member were absent

**XV. FINANCE**

Ms. Case reviewed the Finance Agenda on which the Board will take action this evening.

Motion by Ms. Martinez, seconded by Ms. Spruell to approve the following resolution(s):

**Board Secretary’s Monthly Certification – November 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 November 15, 2024 in the amount of \$2,321,386.62 and the November 27, 2024 in the amount of \$2,267,679.39.

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

**1. Receipt and Acceptance of November Board Secretary’s Report**

Recommend the receipt of the Board Secretary Financial Reports as of November 30, 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 November 30, 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 – November 2024**

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

**3. Approve Appropriation Transfers**

Recommend that the Board of Education approve the transfers attached.

**4. Approve Bills List – December 2024**

Recommend that the Board of Education approve the bills paid and checks issued at the Board meeting in the amount of \$5,181,929.47.

**5. Negotiations Attorney for the 2024-2025 School Year**

WHEREAS, there exists a need for legal services for the Matawan-Aberdeen Regional School District Board of Education estimated to be in the amount of not to exceed \$30,000 for the 2024-2025 school year appropriated from Account # 11-000-230-331 for the period of December 1, 2024 through June 30, 2025; and

WHEREAS, such legal services can be provided only by a licensed attorney, and the Busch Law Group, 450 Main Street, Metuchen, NJ 08840 is so recognized as such; and

WHEREAS, the Matawan-Aberdeen Regional School District in the County of Monmouth hereby the Busch Law Group to serve as Negotiations Attorney; and

WHEREAS, funds in the amount of not to exceed \$30,000 are or will be available for this purpose.

NOW, THEREFORE, BE IT RESOLVED that the Matawan-Aberdeen Regional School District Board of Education appoint the Busch Law Group as Negotiations Counsel and that the foregoing appointment is made without competitive bidding as “professional service” under the provisions of the Public Schools Contract Law (N.J.S.A. 18A:18A-5a(1)) since “professional services” contracts are specially excluded from the requirement of bidding, and the awarded service meets the definition of “professional services” pursuant to N.J.S.A. 18A:18A-2h as “services rendered or performed by a person authorized by law to practice a recognized profession and whose practice is regulated by law and the performance of which services requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study as distinguished from general academic instruction or apprenticeship and training.”

Compensation for this contract shall be set at \$180 per hour, plus reimbursement for all costs and disbursements reasonably incurred in the performance of his duties and paralegals will paid at a rate of \$85 per hour.

**6. New Jersey’s Minimum Wage Increase**

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

New Jersey’s minimum wage is set to increase on January 1, 2025, with the expected rate at \$15.49 per hour, based on the Consumer Price Index calculation by the NJ Department of Labor and Workforce Development.

**7. Addendum to ESS Rates Due to Minimum Wage Increase**

The Superintendent recommends that Matawan-Aberdeen Regional School District Board of Education approve the amendment to ESS’ hourly rate increase due to New Jersey’s minimum wage increase effective January 1, 2025. To ensure compliance with the upcoming increase the following positions will be adjusted to meet the increase.

- Full Day Substitute Teacher Placement – Substitute Certified
- Half Day Substitute Teacher Placement - Substitute Certified
- Clerical – Hourly
- Long Term Substitute Clerical
- Hourly Substitute Paraprofessional Placement
- Matawan Hourly Instructional Aide - C

**8. Out of District Tuition for the 2024-2025 School Year**

The Superintendent recommends that Matawan-Aberdeen Regional School District Board of Education approve a student from the Keansburg School District to attend the Matawan-Aberdeen REACH Program (170884) at a cost of \$41,650.00 for the 2024-2025 school year.

**9. Out of District Tuition for the 2024-2025 School Year**

The Superintendent recommends that Matawan-Aberdeen Regional School District Board of Education approve a student from the Toms River School District to attend the Matawan-Aberdeen KEYS Program (171361) at a cost of \$25,000.00 for the 2024-2025 school year.

**10. Approve 2025-2026 Annual Preschool Program Plan**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the 2025-2026 Annual Preschool Program Plan.

**11. REVISED - Acceptance of Donation from Trinity Church**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from Trinity Church valued at \$1,750.00 for new warm coats for the student body, district wide but limited based on sizes of coats. (previously approved on Nov 14, 2024 in the amount of \$210.00 – revising due to the increased number of coats donated)

**12. Routine Travel Reimbursement for 2024-2025**

Policy: # 6471 School District Travel

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education pursuant to Travel policy # 6471, approve the following staff for travel related to routine business for the 2024-2025 school year:

| Name         | Position            | Total  |
|--------------|---------------------|--------|
| Kerin Halper | Instructional Coach | *\$700 |

\*Previously approved on Jul 27, 2024 (\$250)

**13. Sale or Disposal of Assets**

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education deems the property listed below to be surplus property which is no longer useful for school purposes, and

WHEREAS, the value of said property is estimated to be as enumerated below,

THEREFORE, be it resolved that the Matawan-Aberdeen Regional School District Board of Education authorize the School Business Administrator to offer the property for sale to other public entities without advertisement for bids in accordance with 18A:18A-45c-f.

| Item                                 | Quantity | Estimated Value |
|--------------------------------------|----------|-----------------|
| Dell 17" LCD Monitors                | 96       | \$25            |
| HP14 Chromebook                      | 104      | \$25            |
| Dell Chromebook, 3000 Series         | 77       | \$35            |
| Acer Chromebook                      | 11       | \$25            |
| Dell Latitude Laptops, 3000 Series   | 67       | \$35            |
| Dell Optiplex 7010 Desktop Computers | 60       | \$25            |

**14. Fire and Evacuation Drills**

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

| School Name                    | Security Drill Type          | Date & Time         |
|--------------------------------|------------------------------|---------------------|
| Cambridge Park Pre-school      | Fire Drill                   | 11/12/24 @ 9:15 am  |
| Cambridge Park Pre-school      | Lockdown                     | 11/24/24 @ 9:43 am  |
| Cliffwood Elementary School    | Evacuation/Bomb Threat       | 11/4/25 2 11:15 am  |
| Cliffwood Elementary School    | Fire Drill                   | 11/19/24 @ 9:40 am  |
| Matawan Regional High School   | Fire Drill                   | 11/6/24 @ 8:30 am   |
| Matawan Regional High School   | Shelter in Place Bomb Threat | 11/25/24 @ 1:38 pm  |
| Lloyd Road Elementary School   | Fire Drill                   | 11/12/24 2 2:15 pm  |
| Lloyd Road Elementary School   | Lockdown                     | 11/26/24 @ 2:42 pm  |
| Matawan-Aberdeen Middle School | Fire Drill                   | 11/11/24 @ 10:00 am |
| Matawan-Aberdeen Middle School | Shelter in Place             | 11/14/24 @ 1:55 pm  |
| Ravine Drive Elementary School | Fire Drill                   | 11/15/24 @ 2:28 pm  |
| Ravine Drive Elementary School | Shelter in Place             | 11/25/24 @ 2:26 pm  |
| Strathmore Elementary School   | Fire Drill                   | 11/4/24 @ 2:15 pm   |
| Strathmore Elementary School   | Bomb Threat Shelter in Place | 11/25/24 @ 9:55 am  |

**15. Bus Evacuation Drills:**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following bus evacuation drills for the 2024-2025 school year per schedule below:

| School                           | Date     | Location                    | Supervised by |
|----------------------------------|----------|-----------------------------|---------------|
| Cambridge Park Elementary School | 12/13/24 | Bus Driveway for all routes | A. Munice     |
| Matawan Regional High School     | 11/6/24  | Bus Driveway for all routes | M. Wells      |
| Matawan-Aberdeen Middle School   | 11/13/24 | Bus Driveway for all routes | K. Paone-Hurd |
| Ravine Drive Elementary School   | 11/6/24  | Bus Driveway for all routes | S. Cronin     |
| Strathmore Elementary School     | 11/6/24  | Bus Driveway for all routes | J. Jerabek    |

**16. Approval of In-District Routes for the 2024-2025 School Year**

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

|    | <b>Destination</b>                             | <b># of Days</b> | <b>Eff Dates</b> |
|----|--|------------------|------------------|
| 65 | MS, LR, CL                                     | 180              | 9/6/24-6/30/25   |
| 66 | SPARE  | 180              | 9/6/24-6/30/25   |
| 67 | SPARE  | 180              | 9/6/24-6/30/25   |
| 68 | KEYPORT, VOCATIONAL, CP, ST                    | 180              | 9/6/24-6/30/25   |
| 69 | SPARE  | 180              | 9/6/24-6/30/25   |
| 71 | HS, MAMS, LR, CL                               | 180              | 9/6/24-6/30/25   |
| 72 | SPARE  | 180              | 9/6/24-6/30/25   |
| 73 | HAWKSWOOD                                      | 180              | 9/6/24-6/30/25   |
| 74 | MAMS, LR, RD, Keyport Voc midday               | 180              | 9/6/24-6/30/25   |
| 75 | HS, MAMS, CP, ST                               | 180              | 9/6/24-6/30/25   |
| 76 | HS, MAMS, LR, RD                               | 180              | 9/6/24-6/30/25   |
| 77 | TRIPS  | 180              | 9/6/24-6/30/25   |
| 78 | REACH  | 180              | 9/6/24-6/30/25   |
| 79 | HS, CP, ST                                     | 180              | 9/6/24-6/30/25   |
| 80 | HS, MAMS, LR, RD                               | 180              | 9/6/24-6/30/25   |
| 81 | HS, MAMS, LR, CL                               | 180              | 9/6/24-6/30/25   |
| 82 | HS, MAMS, LR, CL                               | 180              | 9/6/24-6/30/25   |
| 83 | HS, LR, ST                                     | 180              | 9/6/24-6/30/25   |
| 85 | HS, MAMS, LR, RD                               | 180              | 9/6/24-6/30/25   |
| 86 | HS, MAMS, CP, RD                               | 180              | 9/6/24-6/30/25   |
| 87 | HS, MAMS, RD                                   | 180              | 9/6/24-6/30/25   |
| 88 | HS, MAMS, LR, CL                               | 180              | 9/6/24-6/30/25   |
| 89 | SHORE CENTER /SHREWSBURY/CC middays            | 180              | 9/6/24-6/30/25   |
| 90 | High Tech, Keys, CP and CL                     | 180              | 9/6/24-6/30/25   |
| 91 | SJV-ST. BENS, MS, CP/LIGHTBRIDGE, RD           | 180              | 9/6/24-6/30/25   |
| 92 | MAMS, LR, CL                                   | 180              | 9/6/24-6/30/25   |
| 93 | HS, MS, LR, ST                                 | 180              | 9/6/24-6/30/25   |
| 94 | MAMS, CP, ST                                   | 180              | 9/6/24-6/30/25   |
| 95 | HAWKSWOOD                                      | 180              | 9/6/24-6/30/25   |
| 96 | SPARE W/C for HAWKSWOOD                        | 180              | 9/6/24-6/30/25   |
| 97 | SPARE  | 180              | 9/6/24-6/30/25   |
| 98 | SHUTTLE, HIGH TECH, BIOTECH, CAREER CENTER, CL | 180              | 9/6/24-6/30/25   |
| 99 | HS, MS, LR, CL                                 | 180              | 9/6/24-6/30/25   |

|              | <b>AYE</b> | <b>NAY</b> | <b>ABSTAIN</b> | <b>ABSENT</b> | <b>COMMENTS</b> |
|--------------|------------|------------|----------------|---------------|-----------------|
| Ms. Feiles   | X          |            |                |               |                 |
| Ms. Martinez | X          |            |                |               |                 |
| Mr. McGovern | X          |            |                |               |                 |
| Mr. Montone  | X          |            |                |               |                 |
| Ms. Skop     | X          |            |                |               |                 |
| Ms. Spruell  | X          |            |                |               |                 |

|             | <b>AYE</b> | <b>NAY</b> | <b>ABSTAIN</b> | <b>ABSENT</b> | <b>COMMENTS</b> |
|-------------|------------|------------|----------------|---------------|-----------------|
| Ms. Werneke | X          |            |                |               |                 |
| Ms. Ascoli  | X          |            |                |               |                 |
| Ms. Pell    | X          |            |                |               |                 |

On a roll call vote, nine (9) members voted yes, zero (0) members voted no, zero (9) member were absent

**XVI. PUBLIC COMMENTS RELATING TO AGENDA ITEMS & ADDITIONAL MATTERS**

- None

**XVII. UNFINISHED BUSINESS**

- Maschio’s – contact Ralph about slushies at the MS
- Ms. Werneke – social media lawsuit is there an update
- Mr. Rubin – will get an update through email tomorrow

**XVIII. NEW BUSINESS - None**

**XIX. EXECUTIVE SESSION II**

Be It Resolved, that a closed session be convened for the purpose of discussing Privacy and Personnel 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 35 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action will not take place.

It was moved by Ms. Ascoli, seconded by Ms. Martinez that the Board convene in Executive Session II and approved by a unanimous voice vote at 9:08 pm.

It was moved by Ms. Ascoli, and seconded by Mr. Montone that the Board return to Open Session at 9:42 pm.

**XX. ADJOURNMENT**

On a motion by Ms. Ascoli, seconded by Mr. Montone and a unanimous roll call vote the Board adjourned the meeting at: 9:43 pm.