

COLTS NECK TOWNSHIP SCHOOLS
COLTS NECK, NEW JERSEY 07722

Mission Statement

The mission of Colts Neck Township Schools is to empower and inspire students to be confident, creative, self-sufficient learners who maximize their strengths and talents and contribute as responsible participants in their ever expanding world.

MINUTES: For the Committee of the Whole Meeting of the Board of Education, **October 9, 2024**, at 6:30 p.m. in the Board Room of the Administration Building at 70 Conover Road, Colts Neck, New Jersey 07722

Public Participation

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. Public participation is governed under District Policy 0167 - Public Participation in Board Meetings as follows:

Public participation shall be governed by the following rules:

1. *A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if applicable;*
2. *Each statement made by a participant shall be limited to three minutes' duration;*
3. *No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard; and only then if time constraints and/or the presiding officer allow.*
4. *All statements, questions, or inquiries shall be directed to the presiding officer; and any questions or inquiries directed by a participant to another Board member or Superintendent shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board or by the individual Board member or Superintendent;*
5. *It is the expectation of the Board that communications between participants and the Board will remain positive and focused around the best interest of the student(s) and the district as a whole. All communications from all stakeholders shall be conducted with mutual respect and civility. The Board will not condone communications and interactions that can be perceived as harassing, insulting, threatening, or lacking in respect or civility.*

The presiding officer may:

- a. *Interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy;*
- b. *Interrupt and/or warn a participant when the statement, question, or inquiry is abusive, obscene, or may be defamatory;*
- c. *Request any person to leave the meeting when that person does not observe reasonable decorum;*
- d. *Request the assistance of law enforcement officers in the removal of a disorderly person when that person prevents or disrupts a meeting with an act that obstructs or interferes with a meeting;*
- e. *Call for a recess or an adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting; and*
- f. *Waive these rules when necessary for the protection of privacy or to maintain an orderly operation of the Board meeting.*

CALL TO ORDER

President Ramirez called the meeting to order at approximately 6:38 pm.
Approximately ten members of the public were in attendance.

ROLL CALL

ROLL CALL

Board Members Present: Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez, Vincent Rugnetta, Angelique Volpe, Kevin Walsh and Richard Wickberg

Board Members Absent: None

LEGAL NOTICE OF MEETING

LEGAL NOTICE

Pursuant to the Open Public Meetings Act, Chapter 231, this meeting has been duly advertised in the Asbury Park Press in a schedule of meetings dated January 11, 2024 notice of which has been filed with the Deputy Clerk for Colts Neck Township and the requirements of posting of notices have been met.

FLAG SALUTE

FLAG SALUTE

President Ramirez led the Flag salute and Kevin Walsh read the Mission Statement.

COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

None

ACTION ITEMS FOR APPROVAL:

1. It was moved by Alison DeNoia, seconded by Amy Dimes and carried on a unanimous roll call vote to approve the following STEM luncheon and guest speakers, as indicated below:

STEM LUNCH &
GUEST SPEAKERS:
2024-2025 SCHOOL
YEAR

Guest Speaker	Location	Date
Pamela Sokoler - AT&T Aspire Labs Dr. Heather Grossman - Parent of CDMS student Dr. Sarah DiSalvatore - Parent of CDMS student Sara Borsodi - NYU Graduate Student Asihandile Ntsondwa - NYU Graduate Student Allis Daly - NYU Graduate Student Sarah Elaebrak - NYU Graduate Student	Cedar Drive Middle School	10/30/24

Yes: Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez, Vincent Rugnetta, Angelique Volpe, Kevin Walsh and Richard Wickberg

No: None

Absent: None

INFORMATION ITEMS FOR APPROVAL ON OCTOBER 30, 2024 REGULAR ACTION MEETING:

1. Superintendent's Report on Enrollment, Fire/Security Drills and Student Suspensions for the 2024-2025 School Year, as of September 30, 2024.
2. HIB Report Card Submission 2023-2024 school year

ACTION ITEMS FOR APPROVAL OCTOBER 30, 2024 REGULAR ACTION MEETING

1. Field Trip Requests
 - Cross Campus Connection Activity/CDMS music students to CRES
 - Music in the Parks Festival/Hershey, PA/Grades 6-8 students
 - State Theater of New Jersey/ Grade 6 class trip

COMMITTEE/BOARD LIAISON REPORT

COMMITTEE /BOARD
LIAISON REPORTS

Ad-Hoc Committee for the Arts, Sports, & Extracurricular Activities

- Vincent Rugnetta provided an update including rec basketball sign-ups and travel basketball tryouts.

Board Member Liaisons

Colts Neck Twp. Schools Parent Advisory

- Brenna Dillon reported that the first Parent Advisory Committee meeting is scheduled for October 16th.

Colts Neck PTO

- Amy Dimes reported that the PTO finished up their membership drive; numbers look actually a little bit higher than usual, with 56% of families participating and 50% staff participating.
- Some save the dates: Trunk or Treat is on October 26th; Harlem Wizards is on November 18th; Frosty's Holiday shop is December 7th at the Primary School; and the Spring Gala is March 27th.

Colts Neck Senior Citizens

- Kevin Walsh reported that he reached out to senior citizen President Ed Petroski, and expressed his desire to have the senior citizens attend school events during the day.
- Spoke with Mrs. DeNoia and Mrs. Dimes about possibly sending out a newsletter to the senior citizens to let them know what events are happening in the schools.

Colts Neck Township Committee

- Jessica Ramirez reported that the Township Committee is actually looking for volunteers for their different committees and boards that they have. If people are interested in volunteering please visit their website for more information.
- Free Rabies Clinic on November 9th hosted by the Colts Neck Township Health Department at Bucks Mill recreation area from 9am to 10:30am.

State & County School Boards Association Representative

- Alison DeNoia reported that she met on October 1st and had a presentation on

building a vibrant learning community with the Superintendent from Shore Regional High School. It was a really great presentation that talks a lot about collaboration and innovative thinking and systems based approaches.

- December 5th there will be a workshop about AI.
- The Annual NJSBA Workshop is October 21st through October 24th in Atlantic City; encouraged board members to attend.

COMMITTEE OF THE WHOLE WORK SESSION

FINANCE

1. Mr. John Swisher, Partner from Supplee, Clooney Co. discussed the '23-24 audit results.

Mr. Swisher explained the audit process and the importance of an 'unmodified' opinion. The audit for the fiscal year ending June 30, 2024 resulted in a clean audit with no formal comments or recommendations. Mr. Swisher discussed the audit surplus for the year and noted that if the Board wishes to have him return for any questions on the audit report, he will remain available.

2. Commission for The Blind contract.

Mr. Marasco discussed a mandated contract for educational services from the New Jersey Commission for the Blind and Visually Impaired. He explained the process of reimbursement and payment through State Aid, and the continuation of services for a particular student in need.

3. Additional Special Education needs - contracted registered behavioral technician; need to fund through appropriation of Extraordinary Aid or Impact Aid.

Mr. Marasco discussed two recommendations that will appear on the October 30th RAM under finance for the appropriation of either Extraordinary or Impact aid. This is for a contracted, registered behavior technician, for additional behavioral support for a student currently enrolled in our district who requires support from a contracted agency because we cannot provide these specific services with existing personnel resources.

4. Discussion - membership in FLISA (Federal Lands Impacted Schools Association).

Mr. Marasco discussed membership in the Federal Lands Impacted Schools Association (FLISA) and its benefits including advocating for Federal Impact Aid. The board agreed unanimously to proceed with membership in FLISA.

COMMUNICATIONS

1. Coffee Chats for 24-25 School Year

Amy Dimes reported on the suspension of coffee chats and the integration of topics into the Parent Advisory Committee.

2. BOE Meeting Live Streaming

Amy Dimes reported positive feedback on live streaming and the need for a policy on when to cut the live stream.

3. Board of Education Newsletter

Amy Dimes discussed the development of a new newsletter for the senior citizens and ongoing efforts to improve communication and technology.

4. Board Committee Name & Charter change to “Communications and Technology” Committee

No discussion

5. Inquiry & Investigation into new Mass Communication System (currently - SchoolMessenger)

Dr. Garibay advised that they are continuing to investigate new communication programs and the need for a comprehensive solution.

6. Inquiry & investigation into Reviewing Website host (currently - Intrado)

No discussion

CURRICULUM

1. Spring 2024 State Assessment Results Presentation - October 30, 2024 (Attachment #C-1)

Brenn Dillon provided an update on the upcoming presentation by Dr. Reynolds on NJSLA assessment results. The draft presentation is available for review and she encourages questions and feedback.

2. 24-25 Comprehensive Health “Opt Out” Form - 24-25 School Year

Brenna Dillon discussed the opt-out forms and permission slips for middle school health classes, emphasizing the importance of collecting data on opt-outs. The process includes follow-up phone calls if parents do not respond to emails. A link to the curriculum on Atlas Rubicon is provided.

Mrs. Dillon mentioned a video tutorial on Atlas Rubicon to help parents understand the curriculum.

Vincent Rugnetta inquired about the link to the opt-out form letter. Dr. Garibay clarified that it is available on the curriculum page of the website.

The board discussed the trend of fewer opt-outs this year compared to the previous year. The board will continue to analyze trends by grade level and year for any patterns.

President Ramirez suggested that the current process effectively shifts to an opt-in, as they are actively confirming parental consent.

Vincent Rugnetta asked if they are still reaching out to parents who say no. Dr. Garibay confirmed that is part of the process.

Dr. Garibay explained that an opt-in process is not permitted by state regulations, citing a school ethics opinion. The board discussed the implications of not complying with state mandates, including potential funding risks.

President Ramirez recapped the current process: sending out opt-out forms, providing detailed information, and following up with non-responding parents. President Ramirez suggested seeking a new advisory opinion from the School Ethics Commission to confirm the current process.

The board discussed the potential benefits of a new advisory opinion, including confirming the current process or suggesting changes.

BUILDINGS AND GROUNDS/SAFETY AND SECURITY

1. Inquiry & Investigation into School Security Enhancements

Kevin Walsh reported that he will be meeting next week with the Chief of Police to discuss the Memorandum of Agreement and go over school action plans.

The board also discussed the need for more water bottle filling stations.

POLICY

1. Adoption of the following bylaws, policies, and regulations that were approved on a first read at the September 25, 2024 RAM:
 - Bylaw 0141 - Board Member Number and Term ([Attachment #P-1](#))
 - Policy 2200 - Curriculum Content ([Attachment #P-2](#))
 - Policy 3160 - Physical Examination ([Attachment #P-3](#))
 - Regulation 3160 - Physical Examination ([Attachment #P-4](#))
 - Policy 4160 - Physical Examination ([Attachment #P-5](#))

- Regulation 4160 - Physical Examination ([Attachment #P-6](#))
- Regulation 5200 - Attendance ([Attachment #P-7](#))
- Policy 5350 - Student Suicide Prevention ([Attachment #P-8](#))
- Policy 8420 - Emergency and Crisis Situations ([Attachment #P-9](#))
- Policy 8467 - Firearms and Weapons ([Attachment #P-10](#))
- Regulation 8467 - Firearms and Weapons ([Attachment #P-11](#))
- Policy 9181 - Volunteer Athletic Coaches and Co-Curricular Activity Advisors / Assistants ([Attachment #P-12](#))
- Bylaw 0171 - Duties of the President and Vice President ([Attachment #P-13](#))

No discussion

2. Revised / Updated Job Description for Bookkeeper/Payroll Accounts Assistant ([Attachment #P-14](#))

No discussion

3. Policy & Regulation 9130 Public Complaints and Grievances - Discussion

President Ramirez introduced Policy and Regulation 9130, which deals with public complaints and grievances, for board discussion. Brenna Dillon mentioned a concern about resources for students in middle school classrooms, leading to a review of the process.

Dr. Garibay advised the board members to refer complaints to the Superintendent and emphasized the importance of following established procedures.

Amy Dimes suggested adding language to the Policy to clarify that board members can bring concerns directly to the board, not just to the superintendent.

4. Guidance/Structure for Board Liaisons for Bylaw / Regulation 0155 - Board Committees

A revised bylaw for liaison roles was presented, including a new liaison for the Naval Weapons Station Earle.

Amy Dimes raised concerns about liaisons acting as official representatives, and President Ramirez agreed to rewrite the language. The board discussed the importance of having a clear structure for liaison roles and responsibilities.

President Ramirez emphasized the need for future boards to have a detailed guide for liaison roles and responsibilities.

NEGOTIATIONS

None

PERSONNEL

1. Staff medical leave of absence
2. After School Mathematics Program funded by Title IA
3. Movement on guide - staff member
4. CRES After School Intramural Program Advisors
5. Reassignment of staff member
6. Approval of staff members for Kindergarten Kickoff Playdate
7. Additional pay school security monitor

Dr. Garibay advised that the above personnel items are some of the proposed personnel actions that will be recommended at the October 30, 2024 Regular Action Meeting.

TRANSPORTATION

None

NEW BUSINESS

1. Availability for November 20, 2024 Regular Action Meeting

President Ramirez discussed the upcoming meeting schedule, including the first November meeting and adding an additional regular action meeting. It was the consensus of the Board that a November 20th meeting can be facilitated.

Brenna Dillon raised concerns about lice cases in the district and emphasized the importance of reporting cases to the school. President Ramirez explained the policy for handling lice cases, including notifications and management procedures.

The board discussed the challenges of addressing lice when cases are not reported and the importance of following the policy. It was suggested integrating lice management information into the back-to-school night or including it in the handbook.

President Ramirez thanked the board for their participation and emphasized the importance of addressing concerns and following established policies.

ADJOURNMENT

At approximately 8:52pm, it was moved by Jessica Ramirez, seconded by Vincent Rugnetta and carried on a unanimous roll call vote to adjourn the meeting.

Yes: Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez, Vincent Rugnetta, Angelique Volpe, Kevin Walsh and Richard Wickberg

No: None

Absent: None

REFERENCE SHEET	
Attachment # C-1	DRAFT 2024 State Assessment Presentation (NJSLA, ACCESS, & DLM)
Attachment # S-1	Enrollment, Fire/Security Drills and Student Suspensions as of September 30, 2024
Attachment # P-1	Bylaw 0141 - Board Member Number and Term
Attachment # P-2	Policy 2200 - Curriculum Content
Attachment # P-3	Policy 3160 - Physical Examination
Attachment # P-4	Regulation 3160 - Physical Examination
Attachment # P-5	Policy 4160 - Physical Examination
Attachment # P-6	Regulation 4160 - Physical Examination
Attachment # P-7	Regulation 5200 - Attendance
Attachment # P-8	Policy 5350 - Student Suicide Prevention
Attachment # P-9	Policy 8420 - Emergency and Crisis Situations
Attachment # P-10	Policy 8467 - Firearms and Weapons
Attachment # P-11	Regulation 8467 - Firearms and Weapons
Attachment # P-12	Policy 9181 - Volunteer Athletic Coaches and Co-Curricular Activity Advisors / Assistants
Attachment # P-13	Bylaw 0171 - Duties of the President and Vice President
Attachment # P-14	Revised / Updated Job Description for Bookkeeper/Payroll Accounts Assistant

BOARD MEETINGS*	
October 30, 2024	December 11, 2024
November 13, 2024	December 18, 2024
January 8, 2025 @ 6:00 (Organization Meeting)	

* All Regular Board Meetings will be held at 6:30 p.m. in the Board Room of the Administration Building unless otherwise noted and advertised.

2024		
Monday	October 14	Columbus Day - School Closed for Students / Professional Day / Full Day for Staff
Monday	October 21	Short Session Day – Parent/Teacher Conferences (Afternoon)
Tuesday	October 22	Short Session Day – Parent/Teacher Conferences (Afternoon)
Wednesday	October 23	Short Session Day – Parent/Teacher Conferences (Afternoon)
Thursday	October 24	Short Session Day – Parent/Teacher Conferences (Afternoon & Evening)
Friday	October 25	Short Session Day – Students and Staff
Thursday-Friday	November 7-8	NJEA Convention – Schools/Central Office Closed
Wednesday	November 27	Short Session Day for Students and Staff

Thursday-Friday	November 28-29	Thanksgiving Recess – Schools/Central Office Closed
Friday	December 20	Short Session Day - Students and Staff - Start Winter Recess
Monday-Tuesday	December 23-31	Winter Recess – Schools/Central Office Closed
2025		
Wednesday	January 1	Winter Recess - Schools/Central Office Closed
Thursday	January 2	Schools Reopen for Students and Staff
Monday	January 20	Martin L. King’s Birthday – Schools Closed for Students Professional Development Day – Full Day for Staff
Thursday	February 13	Short Session Day for Students Full Day for Staff with In-Service After Student Dismissal
Friday - Monday	February 14 - 17	Presidents’ Day Weekend – Schools/Central Office Closed
Wednesday	February 26	Short Session Day – Parent/Teacher Conferences (Afternoon)
Thursday	February 27	Short Session Day – Parent/Teacher Conferences (Afternoon & Evening)
Friday	February 28	Short Session Day – Students & Staff
Friday	April 11	Short Session Day - Students & Staff - Start of Spring Recess
Monday - Monday	April 14 - April 21	Spring Recess – Schools/Central Office Closed
Tuesday	April 22	Schools Reopen
Friday	May 23	Short Session Day for Students Full Day for Staff with In-Service After Student Dismissal
Monday	May 26	Memorial Day - Schools/Central Office Closed
Monday	June 23	Short Session Day for Students / Full Day for Staff
Tuesday	June 24	Last Day of School - Short Session Day for Students and Staff

Respectfully Submitted,

Vincent S. Marasco

Vincent S. Marasco

School Business Administrator/Board Secretary