

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 Meeting of the Board of Education, **November 20, 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 Jessica Ramirez called the meeting to order at 6:42 p.m. Approximately 25 members of the public were present.

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 on November 1, 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 Jason Orrico read the Mission Statement.

APPROVAL OF MINUTES

APPROVAL OF MINUTES

1. It was moved by Amy Dimes, seconded by Vincent Rugnetta and carried on a roll call vote to approve the Board minutes of the following Meetings:

Meeting
August 8, 2024 Special Meeting Minutes
August 8, 2024 Executive Session Minutes
August 14, 2024 Regular Meeting Minutes

Yes: Alison DeNoia, Brenna Dillon (8/14/24), Amy Dimes, Jason Orrico, Jessica Ramirez, Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Abstain: Brenna Dillon (8/8/24 Regular & Executive) and Richard Wickberg

Absent: None

PRESENTATION

PRESENTATION

1. Reports from Student Representatives to the Board

President Ramirez introduced the student representatives.

Emmanuella Deaner discussed the Pergola Project for the Cedar Drive Middle School courtyard, including its purpose, benefits, and the process of obtaining estimates and finalizing details. Emmanuella Deaner also mentioned a suggestion from her brother, Grayson, to create a sports club for students to learn different sports weekly. A question was posed about the cost and potential issues with the Pergola Project.

Chris Amelia, presented an idea of adding benches to the gym locker rooms for better comfort and hygiene. He further mentioned his discussions with Dr. Rigby and the potential benefits of the benches. An inquiry was made about the number of benches needed, to which Student Chris Amelia responded two benches would be ideal. Board Member Angelique Volpe offered to help with donations for the purchase, and Board Member Kevin Walsh supported the idea, suggesting reaching out to local sports clubs for support.

Jillian DiSalvatore, shared her experience attending a luncheon with the new guidance counselor, Ms. Groninger and discussed the importance of student feedback in shaping school policies and the positive impact of the luncheon on her and her peers. There was a brief discussion of the potential benefits of similar interactions with other staff members, such as teachers.

Maureen McCormick, shared her experience as a student announcer at the Veterans Day ceremony, which included ROTC, veterans, the choir, and band, and was a meaningful way to honor local veterans.

President Ramirez thanked the student representatives for their presentations and encouraged them to continue sharing updates with the board.

Board Member Angelique Volpe recognized Dr. Rigby and Dr. Garibay for their efforts in the student representative program.

COMMUNICATIONS

COMMUNICATIONS

Date	From	To	Subject
11/4/24	Brian Scarpa	Board of Education	NJSLA data request from 10/30/24 presentation to the Board
11/14/24	Kevin O'Brien	Board of Education	Colts Neck's affordable housing obligation / impact to schools & students as community safety stewards

REPORT OF PRESIDENT – Mrs. Jessica Ramirez

PRESIDENT'S REPORT

- Mrs. Ramirez highlighted the Veteran's Day events that took place in the district; had the pleasure and honor of attending the CDMS celebration held on Monday, November 11th. This was a collaborative event between our community and the school. There was also a joint CRPS and CRES event held on November 13th. These celebrations reflect the spirit of respect and appreciation we strive to instill in our students. Thanked everyone who contributed to making these events so impactful.
- Addressed a concern that has been raised by members of the community on the potential impact of the ongoing affordable housing construction in Colts Neck. She noted appreciation for those who have reached out and have spoken at the meetings. The district is actively monitoring the situation and taking steps to ensure that the district is prepared for potential changes. To better understand and prepare for potential impacts, the Board may be commissioning an updated or new demographic study, as well as working closely with the Township Administration to ensure that we have the most updated information. The Board's goal is to ensure that our schools continue to provide an exceptional education experience for all students. To maintain transparency, this topic will be a continuing agenda item under Buildings and Grounds during our Committee of the Whole meetings.
- As we approach the Thanksgiving holiday, I hope that all families take time to enjoy the season with your loved ones. On behalf of the Board of Education, she wished everyone a joyous and meaningful holiday.

BOARD CHAIRPERSON / COMMITTEE REPORTS

BOE CHAIRPERSONS / COMMITTEE REPORTS

Buildings & Grounds/Safety & Security Committee:

Chairperson: Kevin Walsh
Committee Members: Vincent Rugnetta, Richard Wickberg
Administrator: Vincent Marasco

- No Report

Communications Committee:

Chairperson: Amy Dimes
Committee Members: Brenna Dillon, Vincent Rugnetta, Angelique Volpe
Administrator: Philip J. Capasso III

- No Report

Curriculum Committee:

Chairperson: Brenna Dillon
Committee Members: Amy Dimes, Jason Orrico
Administrator: Dr. Erica Reynolds

- No Report

Finance/Negotiations Committee:

Chairperson: Jason Orrico
Committee Members: Alison DeNoia, Kevin Walsh
Administrator: Vincent Marasco

- No Report

Policy Committee:

Chairperson: Jessica Ramirez
Committee Members: Alison DeNoia, Jason Orrico, Angelique Volpe
Administrator: Dr. MaryJane Garibay

- No Report

Advocacy & Government Relations Committee:

Chairperson: Alison DeNoia
Committee Members: Brenna Dillon, Angelique Volpe, Richard Wickberg
Co-Administrators: Dr. MaryJane Garibay and Dr. Richard Beck

- Alison DeNoia reported that the committee met with the Ida Jones, NWSE liaison; discussed the needs of the military families and how the Board can best serve them moving forward. Will be looking into creating a liaison for our military families that will work with Ms. Jones. Working on achieving 'purple ribbon' status for our district, in recognition of military families.

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

Chairperson: Vincent Rugnetta
Committee Members: Amy Dimes, Richard Wickberg
Administrator: Dr. MaryJane Garibay

- No Report

Board Member Liaisons:

Brenna Dillon/Alison DeNoia - Parent Advisory Committee

- Meeting tomorrow, November 21st at 10am and 7pm

Amy Dimes - Colts Neck PTO

- Membership is still open

Jessica Ramirez - Colts Neck Township Committee

- Reorganization meeting January 3rd at 5pm
- Tree Lighting on December 7th at 4pm at Town Hall
- January 14th is the Planning Board meeting; the Township will hear public input on affordable housing.
- Two Breakfast with Santa at the two firehouses on December 15th and December 17th.

Kevin Walsh - Colts Neck Township Senior Citizens

- Dr. Rigby is working with the president to try to have them come to some school sponsored events.

State & County School Boards Association Representative:

Alison DeNoia - meeting on December 5th at Howell Middle School; Comprehensive Introduction Into AI; should be an interesting session.

SUPERINTENDENT’S REPORT

Dr. Garibay reported:

- Thanked the student representatives; very proud of the work they are doing.
- Monday, November 18th was the PTO sponsored event with Harlem Wizards; 580 tickets were sold for the event and raised approx \$11k. Much thanks to the PTO, VIP student fans, Harlem Wizards and the Colts Neck staff team.
- December 7th the CRES Choir will be performing at the tree lighting ceremony at 4:30pm
- PTO Penguin Patch Holiday Shop also on December 7th from 9am to 1pm; new this year from 8:30am to 9:00 am there will be a quiet sensory sensitive time for those students who need a quiet environment to shop and students under the age of four (4) who would need a parent / guardian to shop.
- Thursday, December 12th is the CNTEA Annual Blood Drive.
- Next week is a short week; short session day on Wednesday and closed Thursday and Friday for the Thanksgiving Holiday
- Save the Date - April 24th for CDMS 60th Birthday Celebration.
- Lt. Colonel Sfayer provided information about a project in town, SemperFi Santa; collects donations and supports military families. Flyers will be going out shortly.
- Thanked the Colts Neck ROTC for their participation in the district’s Veteran’s Day celebrations.
- Wished everyone a happy and healthy Thanksgiving Holiday.

INFORMATION ITEMS

1. Superintendent’s Report on Enrollment, Fire/Security Drills and Student Suspensions for the 2024-2025 School Year, as of October 31, 2024 ([Revised Attachment # S-1](#))
2. The Superintendent will report on all acts of violence, vandalism and harassment, intimidation and bullying (“HIB”) for the following period during the 2023-2024 school year, as indicated below: ([Attachment # S-2](#))

SUPERINTENDENT’S
REPORT

VIOLENCE,
VANDALISM, AND HIB
REPORT FOR
PERIOD 2 OF THE
2023-2024 SCHOOL
YEAR

Reporting Period 2 for the 2023-2024 School Year
January 1, 2024 through June 30, 2024

COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

- Brian Scarpa, 11 Deerpath Lane - newly elected Board of Education member, commented he is very excited to represent the public come January 2025. He inquired why August board minutes are being approved in November and commented that all communications made in a public forum should be addressed in a timely fashion. Relative to the approval of the Board Goals on the agenda, he further commented that the goals should be approved prior to the start of the school year. He also noted that the website still reflects the 2021-22 Board of Education Goals. Lastly, he referenced goal 3.1 National Blue Ribbon Status noting that there are short term, medium term and long term goals to focus on and that the language needs to be better articulated. He requested that the Board table the approval of the goals until the 2025 Board takes office.
- Rob Scales, 2 Queens Pass - congratulated the student liaisons on their presentations. Commented on the timing of the posted Bold Revised agenda and, more specifically, Personnel Item #13. Spoke about the affordable housing construction project and the potential impact.
- Phyllis Camera, 1 Roundhill Court - stated she is honored to represent the community starting in January. Requested that no positions or major financial decisions that impact the 2025-26 budget be finalized by the current board. She commented about there not being an immediate urgency requiring action tonight, and that the Board should be exploring alternative approaches, such as shared service agreements or starting the position at a lower salary. She suggested that the matter be discussed in detail at a COW meeting. Lastly, she commented that release of an agenda containing high cost proposals to the public after 4pm on the same day as a 6:30 pm meeting, raises concern. She commented that this approach is rushed and fails to respect responsible stewardship of taxpayer resources. She requested that the Board make a motion to postpone tonight's vote allowing these decisions to be made in a transparent manner.

ACTION ITEMS

1. It was moved by Jason Orrico, seconded by Kevin Walsh and carried on a unanimous roll call vote to approve the submission of the School Safety and Security Plan Annual Review Statement of Assurance ("SOA") for the 2024-2025 school year to the Monmouth County Office of the New Jersey Department of Education attesting that the plans, policies and procedures of the School Safety and Security Plan have met the minimum requirements and were reviewed and updated as appropriate by the district administrative team. ([Attachment #S-3](#))

SCHOOL SAFETY AND
SECURITY PLAN
ANNUAL REVIEW SOA
FOR THE 2024-2025
SCHOOL YEAR

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

No: None

Absent: None

2. It was moved by Jason Orrico, seconded by Kevin Walsh and carried on a unanimous roll call vote to approve the amendment to the Non-Resident Tuition Agreement approved at the August 28, 2024 Regular Meeting, between the Colts Neck Board of Education and the Parent/Guardian of V.E.B. (Student # to be assigned at a later date), whose name is on file in the Office of the Business Administrator, for the enrollment of said student at Conover Road Primary School for the 2024-2025 school year, at the approved non-resident tuition rate of \$22,647. Said Agreement is being amended to include a start date of November 6, 2024.
- NON-RESIDENT
TUITION AGREEMENT

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

No: None

Absent: None

3. It was moved by Jason Orrico, seconded by Kevin Walsh and carried on a unanimous roll call vote to approve the 2024-2025 District Goals, as follows:
- 2024-2025 DISTRICT
GOALS
1. STUDENT ACHIEVEMENT (Strategic Plan Goal Area #1 - Student Learning Outcomes): As part of a long-term goal to become a National Blue Ribbon School, the district will increase student academic performance and participation rates measured by 2025 NJSLA across key subject areas (ELA, Math, Science) in grade levels / subjects where 2024 NJSLA student performance data fell below 2023 NJSLA.
 2. GOVERNANCE: By the end of the 2024-2025 school year, Colts Neck Township Board of Education will have a fully updated and compliant draft Board Policy Manual with NJSBA, ensuring a streamlined and efficient approach to policy governance that reflects both legal requirements and the values of the community.
 3. STAKEHOLDER/COMMUNITY ENGAGEMENT: (Strategic Plan Goal Area #3 –Communication & Partnerships & Goal Area #5 – Engaging Staff): Establish a standing advisory committee that will engage Colts Neck Township Schools' staff in a collaborative, advisory capacity, fostering a culture of shared decision-making and continuous improvement.

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

No: None

Absent: None

BUILDINGS AND GROUNDS/SAFETY AND SECURITY

1. It was moved by Alison DeNoia, seconded by Amy Dimes and carried on a unanimous roll call vote to approve the solar photovoltaic access agreement to be executed between the Colts Neck Township Board of Education and Advanced Solar Products, Inc. to further clarify the rights and responsibilities as set forth in the Solar Power Purchase Agreement; and hereby authorizes the Business Administrator/Board Secretary to execute such agreement which shall be maintained on file in the Office of the School Business Administrator.
- APPROVAL OF
ACCESS AGREEMENT
- SOLAR PPA

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

No: None

Absent: None

CURRICULUM

1. It was moved by Amy Dimes, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the reimbursable expenses in accordance with Policy #6471/Regulation #6471. ([Attachment # C-1](#))
- REIMBURSABLE
EXPENSES

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

No: None

Absent: None

FINANCE

1. It was moved by Vincent Rugnetta, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the transfer of funds for the month of September, 2024 for the 2024-2025 school year. ([Attachment # F-1](#))
- TRANSFER OF FUNDS

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

No: None

Absent: None

2. It was moved by Vincent Rugnetta, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the Board Secretary's Report as of September 30, 2024. ([Attachment # F-2](#))

BOARD SECRETARY'S
REPORT

RESOLVED, Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Board Secretary certifies September 30, 2024, no budgetary line item account has obligations and payments (contractual orders) which in the total exceed the amount appropriated by the Board of Education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1.

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we certify that as of September 30, 2024 the Board Secretary's monthly financial report (appropriations section) did not reflect an over expenditure in any of the major accounts or funds, and based on the appropriation balances reflected on this report and the advice of district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

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

No: None

Absent: None

3. It was moved by Vincent Rugnetta, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the Report of the Treasurer of School Monies as of September 30, 2024. ([Attachment # F-3](#))

TREASURER'S
REPORT

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

No: None

Absent: None

4. It was moved by Vincent Rugnetta, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the Bill List dated November 20, 2024 in the amount of \$4,059,598.83 and Food Service payments in the amount of \$61,633.99.

BILL LIST
FOOD SERVICE
PAYMENTS

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

No: None

Absent: None

5. It was moved by Vincent Rugnetta, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the declaration, as surplus, non-usable property of the Colts Neck Board of Education as required by N.J.S.A. 18A:18A-45 and hereby authorizes the Business Administrator to dispose of same in accordance with the statute, said surplus, non-usable property being one (1) 2010 Girardin Chevy Express Van VIN#1GBHG31C991116849.

DECLARATION OF
NON-USABLE
PROPERTY AS
SURPLUS

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

No: None

Absent: None

6. It was moved by Vincent Rugnetta, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the Interlocal Vehicle Sale Agreement between the Hunterdon County Educational Services Commission (HCESC) and the Colts Neck Board of Education to conduct a public sealed-bid sale of certain school vehicles per Exhibit A, attached to the Interlocal Vehicle Sale Agreement, on file in the Office of the School Business Administrator.

INTERLOCAL
VEHICLE SALE
AGREEMENT -
HUNTERDON
COUNTY
EDUCATIONAL
SERVICES
COMMISSION

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

No: None

Absent: None

7. It was moved by Vincent Rugnetta, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the award a contract to Riggins, Inc., Vineland, NJ, for the purchase of gasoline, in an amount not to exceed \$100,000.00 for the '24-25 school year. The award of contract is based on pricing obtained through the Somerset Co. Cooperative purchasing Bid #2-SOCCP, awarded contract #CC-0045-24 for unleaded, 87 octane Newark Reseller Rack Price - low end.
(a/c # 11-000-270-615-000-600-1)

AWARD OF
CONTRACT FOR
GASOLINE -
RIGGINS, INC.

Kevin Walsh inquired whether these were the lowest bids and Angelique Volpe inquired whether the Finance Committee is included in the bid opening. Mr. Marasco explained how the process of going through the Cooperative Purchasing works.

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

No: None

Absent: None

8. It was moved by Vincent Rugnetta, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the award a contract to Allied Oil, Inc., Hillsborough, NJ, for the purchase of diesel fuel, in an amount not to exceed \$120,000.00 for the '24-25 school year. The award of contract is based on pricing obtained through the NJ Division of Purchase and Property in the Department of the Treasury, NJ State Contract Notice Of Award contract T-1845 for Ultra-Low Sulfur Diesel
(a/c # 11-000-270-615-000-600-1)
- AWARD OF
CONTRACT FOR
DIESEL - ALLIED OIL
CO.

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

No: None

Absent: None

POLICY

None

NEGOTIATIONS

None

TRANSPORTATION

None

PERSONNEL

1. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the acceptance of the retirement of the following staff member, with regret, as indicated below:
- RETIREMENT

Name	Position/Location	Effective Date
JoAnn Holder	Bus Driver/District Lunch-Recess Aide/Conover Road Elementary School	7/1/25

The Board expresses its appreciation and gratitude to JoAnn Holder for her twenty-four (24) years of faithful service to the children and the district and further wishes her good health and much happiness during her retirement.

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

No: None

Absent: None

2. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the resignation of the following staff member, as indicated below: RESIGNATION

Name	Position/Location	Effective Date
Sabrina Massato	Instructional Assistant/Conover Road Primary School	11/7/24
Michele Szwed	Kindergarten Instructional Assistant/Conover Road Primary School	1/1/25

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

No: None

Absent: None

3. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the employment of the following individual for the 2024-2025 school year, as indicated below: EMPLOYMENT: CUSTODIAN 2024-2025 SCHOOL YEAR

Name	Position/Location/ Account No.	Effective Dates	Step/Salary
*Robert De Jesus (Replacing Ilhami Canan, who resigned)	Custodian/Conover Road Elementary School (a/c#11-000-262-100-000-100-0)	12/1/24 – 6/30/25	Step 17 \$49,742 Per Annum, Prorated (\$48,742 Base + \$1,000 Stipend)

* Pending criminal history review and receipt of prior employment verification.

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

No: None

Absent: None

4. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the employment of the following individual as a Long-Term Substitute Teacher during the 2024-2025 school year, as indicated below: EMPLOYMENT: LONG-TERM SUBSTITUTE TEACHER 2024-2025 SCHOOL YEAR

Name	Position/Location/ Account No.	Effective Dates	Salary
Jean D’Urso (Replacing Catherine Maltese, who is on a leave of absence)	Long-Term Substitute Teacher (a/c#11-120-100-101-050-100-0)	11/22/24 – 2/17/25	\$245 Per Day

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

No: None

Absent: None

5. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a roll call vote to approve the medical disability leave for the following staff member during the 2024-2025 school year, as indicated below:

MEDICAL DISABILITY
LEAVE
2024-2025 SCHOOL
YEAR

Name/Position/ Location	Effective Dates	Medical Disability Leave
Richard McCann/Custodian/ Cedar Drive Middle School	11/11/24 - 11/19/24	FMLA – Paid with healthcare benefits (using vacation days from 11/11/24 through 11/19/24)

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

No: None

Abstain: Vincent Rugnetta

Absent: None

6. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a roll call vote to approve the amendment to the medical disability leave, adopted at the October 30, 2024 Regular Meeting, for Catherine Maltese, teacher at Conover Road Elementary School, during the 2024-2025 school year, as indicated below:

AMENDED MEDICAL
DISABILITY LEAVE
2024-2025 SCHOOL
YEAR

From	To	Leave Type
11/19/24 - 2/17/25	11/22/24 - 2/17/25	Medical Disability-FMLA – with healthcare benefits

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

No: None

Abstain: Vincent Rugnetta

Absent: None

7. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the appointment of the following Cedar Drive Middle School staff members to serve as extracurricular advisors/coaches for the following sport and non-sport activities at Cedar Drive Middle School during the 2024-2025 school year, as indicated below:

EXTRACURRICULAR
ADVISORS:
CEDAR DRIVE
MIDDLE SCHOOL
2024-2025 SCHOOL
YEAR

Name	Position	Amount Not To Exceed
Steven Ricci	Boys' Basketball	\$3,529
Brenna Bonner	Girls' Basketball	\$3,529

(a/c# 11-402-100-100-030-100-0)

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

No: None

Absent: None

8. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the amendment to the resolution adopted at the August 28, 2024 Regular Meeting of the appointment of the following Cedar Drive Middle School staff member to serve as extracurricular advisor/coach for the following sport and non-sport activity at Cedar Drive Middle School during the 2024-2025 school year, as indicated below:

AMENDED
EXTRACURRICULAR
ADVISORS:
CEDAR DRIVE
MIDDLE SCHOOL
2024-2025 SCHOOL
YEAR

Name From	Name To	Position	Amount Not To Exceed
Marissa Granato	Katarina Trench	Make-A-Difference	\$2,911

(a/c# 11-401-100-100-030-100-0)

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

No: None

Absent: None

9. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the amendment to the resolution adopted at the August 28, 2024 Regular Meeting of the appointment of the following Cedar Drive Middle School staff members to serve as extracurricular advisors/coaches for the following sport and non-sport activities at Cedar Drive Middle School during the 2024-2025 school year, as indicated below:

AMENDED
EXTRACURRICULAR
ADVISORS:
CEDAR DRIVE
MIDDLE SCHOOL
2024-2025 SCHOOL
YEAR

From	To	Position	Amount Not To Exceed
Jeffrey Brown	♦Jeffrey Brown ♦Krystyna Hubbard	Show Musical Director	\$3,529

♦Stipend split equally between Co-Advisors
Account # (11-401-100-100-030-100-0)

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

No: None

Absent: None

10. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the following Cedar Drive Middle School Science class guest speaker, from Middlesex County College as indicated below:

CEDAR DRIVE MIDDLE
SCHOOL SCIENCE
CLASS GUEST
SPEAKER: 2024-2025
SCHOOL YEAR

Guest Speaker	Location	Date
Pattiann McMarion	Cedar Drive Middle School	12/17/24

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

No: None

Absent: None

11. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the Colts Neck Wellness Committee's First Annual Turkey Trot on Monday, November 25, 2024 and the following staff members to participate, as listed below:

24-25 WELLNESS
COMMITTEE
AFTERSCHOOL STAFF
ACTIVITY

Amanda Auletta	Elizabeth Lowes
Jennifer Caga Collett	Merri Milano
Niamh Cassidy	Nicole Nigro
Cheryl Chandler	Alexis Novotny

Desiree Daly	Nicole Ramos
Kayla Diorio	Anne Rauso
Jordan Farley	Erica Reynolds
Susan Frick	Jeanette Rigglesman
Laura Hayden	Olivia Santarsiero
Kimberly Keller	Jennifer Stattel

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

No: None

Absent: None

12. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the appointment of the following individual to the Substitute Teacher list for the 2024-2025 school year, at a salary of \$125 per day on an as needed basis, pending approval of criminal history review.
- SUBSTITUTE
TEACHERS:
2024-2025 SCHOOL
YEAR

Name	Certification
Donna Mignone	Substitute Credential
Laura Weiss	Elementary School Teacher
Goga Tsutskiridze	Substitute Credential

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

No: None

Absent: None

13. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a roll call vote to approve the reassignment and transfer of the following individual for the remainder of the 2024-2025 school year, as indicated below:
- REASSIGNMENT/
TRANSFER:
HUMAN RESOURCES
SECRETARY
2024-2025 SCHOOL
YEAR

Name	From	To
	Position/Location/Hours/ Step/Salary/ Effective Dates	Position/Location/Salary/ Effective Dates
Dawn DeLuca (Replacing Joan Meyer, who retired)	Guidance Secretary (10 Month Position)/ Cedar Drive Middle School/ 8 Hours Daily/Step 7/ \$48,873 Per Annum 9/01/24 - 6/30/25	Guidance Secretary (10 Month Position)/ Cedar Drive Middle School/ 8 Hours Daily/Step 7/ \$48,873 Per Annum 9/01/24 - 12/31/24

		And Human Resources Secretary (12 Month Position) Administration Building \$60,000 Per Annum, Prorated 1/02/25 - 6/30/25
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Angelique Volpe commented on this Guidance Secretary position, noting that she intended to vote “no” and that she was hoping the item could be tabled to allow for more discussion to decide if the position is absolutely necessary, and whether the duties could be divided up among the other secretaries or pursued through a shared service agreement.

Dr. Garibay stated the Board was well informed about this replacement throughout the entire process. She noted that the Board receives weekly Superintendent’s Updates and they have included information about this guidance position and vacancy since October, when the retirement was officially accepted by the Board. Dr. Garibay noted that the weekly updates provided information about the posting of the position, the interview process and the anticipated appointment which would appear on the Bold Revised agenda. Dr. Garibay also explained this is a long-term position and plays an integral role in her office. Additionally, she noted that the district is currently migrating the HR platform to a new system, and that a delay in the appointment would hinder the operations of the district.

Yes: Alison DeNoia, Brenna Dillon, Amy Dimes, Jessica Ramirez and Vincent Rugnetta

No: Jason Orrico, Angelique Volpe, Kevin Walsh and Richard Wickberg

Absent: None

14. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the employment of the following individual for the 2024-2025 school year, as indicated below:

EMPLOYMENT:
LUNCH-RECESS AIDE
2024-2025 SCHOOL
YEAR

Name	Position/Location/ Account No.	Effective Dates	Hours/Number of Days/Step/Hourly Rate/Salary
*Anabela Santos-Costa (Replacing, Deborah Zeppetella, who was reassigned)	Lunch-Recess Aide/Conover Road Primary School/ (a/c#11-000-262-107-000-100-1)	1/2/25 – 6/30/25	2.5 Hours Daily 173 Days Step 1-3 \$15.33 Per Hour \$6,630 Per Annum, Prorated

* Pending criminal history review and receipt of prior employment verification

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

No: None

Absent: None

15. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a roll call vote to approve the intermittent family care leave for the following staff member during the 2024-2025 school year, as indicated below:

FAMILY CARE LEAVE:
2024-2025 SCHOOL
YEAR

Name/Position Location	Effective Dates	Familycare Leave
Wilson Nunez/Head Custodian/Conover Road Primary School	11/4/24 - 12/31/24	FMLA – Intermittent, paid with healthcare benefits (using sick days 11/4/24 through 12/31/24)

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

No: None

Abstain: Vincent Rugnetta

Absent: None

16. It was moved by Richard Wickberg, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the employment of the following individual for the 2024-2025 school year, as indicated below:

EMPLOYMENT:
INSTRUCTIONAL
ASSISTANT
2024-2025 SCHOOL
YEAR

Name	Position/Location/ Account No.	Effective Dates	Hours/Number of Days/Step/Hourly Rate/Salary
*Melanie Gross (Replacing Sabrina Massato, who resigned)	Instructional Assistant/Conover Road Primary School/ (a/c#11-000-217-106-060-100-0)	1/2/25 – 6/30/25	6.75 Hours Daily 184 Days Step 1-10 \$16.49 Per Hour \$ 20,481 Per Annum, Prorated

* Pending criminal history review and receipt of prior employment verification.

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

No: None

Absent: None

NEW BUSINESS/WORK SESSION AGENDA

None

EXECUTIVE SESSION RESOLUTION (N.J.S.A. 10:4-9,12)

No Executive Session held.

ADJOURNMENT

It was moved by Kevin Walsh, 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 # S-1	Enrollment, Fire/Security Drills and Student Suspensions as of October 31, 2024
Attachment # S-2	Violence, Vandalism, And Hib Report For Period 2 Of The 2023-2024 School Year
Attachment # S-3	School Safety And Security Plan Annual Review SOA For The 2024-2025 School Year
Attachment # C-1	Reimbursable Expenses
Attachment # F-1	Transfers for the Month of September, 2024
Attachment # F-2	Board Secretary's Report as of September 30, 2024
Attachment # F-3	Treasurer's Report as of September 30, 2024

BOARD MEETINGS*	
December 11, 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		
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