

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, **March 19, 2025** at 6:30 p.m. at Conover Road Primary School, 56 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 Volpe called the meeting to order at 6:36 p.m.

ROLL CALL

Board Members Present: Phyllis Camera, Sara Horowitz, Jason Orrico, Jessica Ramirez, Vincent Rugnetta, Robert Scales, Brian Scarpa and Angelique Volpe

Board Members Absent: Kevin Walsh

LEGAL NOTICE OF MEETING

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 16, 2025 and March 4, 2025 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

President Volpe led the Flag Salute and Robert Scales read the Mission Statement.

APPROVAL OF MINUTES RESOLUTION

1. APPROVAL OF MINUTES

RESOLVED, that the minutes of the following meetings be approved as submitted

Meeting
February 5, 2025 Committee of the Whole Meeting Minutes
February 5, 2025 Executive Session Minutes
February 19, 2025 Regular Meeting Minutes
February 19, 2025 Executive Session Minutes

DISCUSSION:

There was no discussion.

ROLL CALL VOTE

APPROVAL OF MINUTES RESOLUTION	
MOVED BY	Phyllis Camera
SECONDED BY	Jessica Ramirez
YES	Phyllis Camera, Sara Horowitz, Jason Orrico, Jessica Ramirez (2/5/25 Regular, 2/19/25 Regular & Executive), Vincent Rugnetta, Robert Scales, Brian Scarpa and Angelique Volpe
NO	Jessica Ramirez (2/5/25 Executive)
ABSTAIN	None
ABSENT	Kevin Walsh

PRESENTATION

- 1. Presentation / Introductions of 2025 Student Representatives to the Colts Neck Township Board of Education
- 2. Recognition of Diego Tantillo, CDMS Student Panelist for 2025 NJSBA 8th Grade Dialogue
- 3. Student Recognition Program: Recognition of Cedar Drive Middle School Students who Achieved High Honor Rolls, Marking Periods 1 and 2

COMMUNICATIONS

Date	From	To	Subject
3/3/25	Alison De Noia	Board of Education	Requesting BOE to provide to the public a working definition of parental rights
3/7/25	Alison De Noia	Board of Education	Questioning proposed JROTC program as priority over current science curriculum

REPORT OF PRESIDENT – Mrs. Angelique Volpe

President Volpe reported as follows:

- Mrs. Volpe noted her attendance at the New Jersey School Boards Association's Eighth Grade Dialogue meeting on March 11th at Maple Place Middle School in Oceanport. Cedar Drive Middle School’s representative, Diego Tantillo, did an exceptional job speaking on behalf of the district. Over 200 people attended, including 40 students from districts across Monmouth County.
- On March 12th, she joined Dr. Garibay and Dr. Rigby in welcoming the new and returning Board of Education student liaisons. This year, nine students applied and were selected to serve. These students will connect with sitting board members and receive support as they move into their roles. This is the second year of the liaison program, and the board remains committed to improving and expanding it.
- She recognized the 95 students who achieved High Honor Roll for either the first, second, or both marking periods and celebrated their dedication to academic excellence.
- Upcoming Events:
Spring Musical – Matilda will be held at the Cedar Drive Middle School on Friday, March 21st, at 7 p.m. and Saturday, March 22nd, at 2 p.m. Admission is \$5. Local senior citizens have been invited through liaison Mr. Walsh.
Purple Up Day Breakfast is April 11th at 8:30 a.m. at the Cedar Drive Middle School honoring Colts Neck military children and families of Naval Weapon

Station Earl. This event will be hosted by the Colts Neck Township Schools and CNTEA.

March 8th was International Women's Day. The Board passed a resolution on February 5th supporting the integrity of women's athletics and fair competition. The resolution can be reviewed on the Colts Neck Township School District website.

BOARD LIAISON REPORTS

Board Member Liaisons:

Parent Advisory Committee - Sara Horowitz

- The next meeting is Tuesday, March 25th at 7 p.m. and Wednesday, March 26th at 10 a.m.

Colts Neck PTO - Sara Horowitz

- Attended the March meeting and had the chance to meet the Board.
- The Spring Gala is next week; the doors open at 6pm.
- The Read-A-Thon was a tremendous success, grossing over \$34,000 with students reading 200,000 minutes.
- Spiritwear is open and orders are due by April 4th.
- The PTO is doing a game drive for Cedar Drive. There's a specific list of games that are being requested by the Student Council, so if you have any questions or need to sign up, you can get that on the PTO site.
- The flower sale purchases have opened for the primary and elementary schools. You can only pre-order the flowers and that needs to be done by April 1st.
- The Eighth Grade lawn signs are available for purchase, so if you would like more information, you can check that out on their website or the newsletter emails.
- The date for the Eighth Grade dance is Friday, June 13th.

Colts Neck Township Schools Newsletter - Phyllis Camera

- Starting with the next edition, the Colts Neck Township School's Newsletter will include QR codes alongside our links. This update is designed to make it even easier for those reading the printed version to access important information online. The next edition will go out right before Spring Break.

Colts Neck Township Schools Arts, Sports, & Extracurricular Activities - Vincent Rugnetta

- Congratulated the Colts Neck Boys high school team for winning the state championship.
- Wished everyone good luck who is participating in the Matilda musical.
- The Conover Elementary Band Concert will take place on Tuesday, April 1st, at 6 p.m. followed by the Conover Elementary and Primary Choir Concert at 7 p.m.
- Colts Neck Rec Baseball is beginning April 5th, along with the Colts Neck Girls Softball. Flag football starts this Sunday at Five Points Field.

Colts Neck Township Committee - Brian Scarpa/Phyllis Camera

- The township recognized Women's History Month with a proclamation and flower distribution.
- Friends of the Library Book Sale – April 26th & 27th; book donations will be accepted until March 31st.
- Township Budget Introduction Meeting is March 26th; residents encouraged to attend.
- On March 7th, a court ruled that the township met its conditions for round three affordable housing obligations and granted a durational adjustment. The township is now working on a round four housing plan in coordination with the affordable housing subcommittee, which includes Board of Education representation.

- Recognized the Friends of the Colts Neck Library, a volunteer organization dedicated to supporting the library's development and sponsoring cultural, social, and educational programs for the community.

Colts Neck Township Senior Citizens - Kevin Walsh

- Seniors citizens will be able to attend the dress rehearsal tomorrow at 2pm.
- The Newsletter has been well received.

Naval Weapons Station Earle - Brian Scarpa/Jessica Ramirez

- This Friday they will be meeting with the Naval Weapons Station Earle liaison, Ida Jones; the agenda will be forthcoming to the full Board.

State & County School Boards Association Representative - Angelique Volpe

- The New Jersey School Boards Association is doing the Innovation and Special Education Award. The deadline is Friday, March 21st. Dr. Garibay has informed her that she has already entered and she was ready to submit it for tomorrow. The submission will basically highlight the district's exemplary programs and services for our students with special needs.

Kevin Walsh entered the meeting at 7:41 p.m.

SUPERINTENDENT'S REPORT

- Celebrated the achievements of the students recognized at the meeting, emphasizing the district's commitment to student success.
- Praised the hard work of students and advisors preparing for the Cedar Drive Middle School (CDMS) production of Matilda. As Mr. Walsh reported, the Senior Citizens are invited to attend the dress rehearsal as a special event.
- CDMS 60th Birthday Celebration will be held on April 24th, 6-8 p.m. A student-led "time travel" walk will take visitors through the school's history. A formal program from 7-8 p.m. will feature performances by singers and the band, along with appearances from alumni. Board member Mr. Orrico may make a special appearance.
- 2025 Read-a-Thon participants collectively read over 250,000 minutes — a milestone achievement. Fundraising efforts were successful, and top readers and fundraisers will receive medals. New families broke past participation records.
- During Read Across America Week, students chose from donated books. Unsold books were donated to the American Red Cross Food Bank at Naval Weapon Station Earl in partnership with the school's liaison.
- The Parent Academy is scheduled for April 7th, 10 a.m. at the Administration Building and will focus on K-5 Math and Language Arts. The academy will be live-streamed and recorded for later viewing. It has a capped in-person audience of 20 attendees.
- NJSLA 2025 Testing is scheduled for May 6th - May 20th. Parents will receive detailed information in a letter from Dr. Reynolds, the Director of Curriculum and Instruction. Participation is encouraged as it provides a comprehensive view of student performance and affects the district's performance reports. The district respects parents' rights to refuse testing but emphasizes the value of participation for state evaluations.

President Volpe inquired whether higher participation helps with the district's efforts

in obtaining Blue Ribbon status? Dr. Garibay responded that the more students who take it increases the percentages, so it could potentially help.

- At the April 8th Board of Education meeting, she anticipates recommending a proposed amendment to the current 24-25 school calendar. This year's calendar includes three emergency days that are built in for snow, which have not been used. Those three days are in excess of not only the teachers contract, but also our contract. It is likely and very tentative, but she will look to end school on the 20th and then possibly give back the last day in May, possibly the day before Memorial Day weekend.
- Noted on the agenda this evening is the approval of the Memorandum of Agreement between the Board of Education and Law Enforcement Officials.
- The Tentative Budget is on the agenda for adoption and includes a general fund zero % tax levy increase.
- Provided clarification regarding Finance Item #8 which is the approval of the Travel and related expense reimbursement resolution. This is an annual requirement per the fiscal accountability, efficiency, and budgeting procedures in Chapter 23A of Title 6A New Jersey Administrative Code, specifically 6A 23-A-7.3, which requires that annually in the pre-budget year, each district BOE shall establish by resolution a maximum travel expenditure amount for the budget school year, which the school district shall not exceed. The resolution shall also include the maximum amount established for the pre-budget year and the amount spent to date.
- Policy 8820, Opening Exercises is up for adoption this evening. This policy, as Mr. Scales and the members of the Board have discussed, is an addition of the Star Spangled Banner at the start of each school day. This will be communicated to families.
- Recognized Ms. Leigh Farran who is retiring from the district after seven years of service as a kindergarten assistant, wished her the best of happiness, health, and a lot of laughter as she goes into her retirement.

INFORMATION ITEMS

1. SUPERINTENDENT’S REPORT

BE IT RESOLVED that the Colts Neck Board of Education hereby accepts the Superintendent’s Report on Enrollment, Fire/Security Drills and Student Suspensions for the 2024-2025 School Year, as of February 28, 2025. ([Attachment # S-1](#))

2. SUPERINTENDENT’S REPORT ON INVESTIGATIONS OF HIB INCIDENTS

BE IT RESOLVED that the Colts Neck Board of Education hereby accepts the Superintendent will report on investigations of incidents of harassment, intimidation and bullying (“HIB”) occurring during the following period:

Period	Number of Investigations Reported	Number of Incidents HIB Was Found to Occur
3/1/25 - 3/15/25	0	0

COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

None

ACTION ITEMS

The Superintendent of Schools submits the following recommendations for approval:

1. AFFIRMATION OF SUPERINTENDENT’S ACTION(S)

BE IT RESOLVED that the Colts Neck Board of Education approves the acceptance of the Superintendent’s Action for the following HIB/Non-HIB incidents as reported to the Board at its meeting of March 5, 2025 for the period commencing February 16, 2025 through February 28, 2025 wherein one (1) incident was reported and HIB was not found to occur, as indicated below:

Non-HIB Incident No.	Location
2024 N-2	Conover Road Elementary School

2. MEMORANDUM OF AGREEMENT BETWEEN EDUCATION AND LAW ENFORCEMENT OFFICIALS - 2024-2025 SCHOOL YEAR

The Superintendent recommends approval of the submission of the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2024-2025 school year as required by N.J.A.C. 6A:16-6.2(b)13 through 14 (on file in the Superintendent’s Office).

3. FIELD TRIP

BE IT RESOLVED that the Colts Neck Board of Education approves of the following field trips, as indicated below:

Participants/Location	Trip / Location	Date
Grade 3 students/ Conover Road Elementary School	Poricy Park/Middletown, NJ	4/1/25
Grade 3 students/ Conover Road Elementary School	Poricy Park/Middletown, NJ	4/2/25
Grade 3 students/ Conover Road Elementary School	Poricy Park/Middletown, NJ	4/3/25
Grades 6-8 students/Cedar Drive Middle School	Marine Academy of Science and Technology “MAST” Technology Bowl Tournament	4/4/25
Grade 3 students/ Conover Road Elementary School	Poricy Park/Middletown, NJ	4/7/25

Grade 3 students/ Conover Road Elementary School	Poricy Park/Middletown, NJ	4/8/25
Grade 3 students/ Conover Road Elementary School	Poricy Park/Middletown, NJ	4/9/25
Grade 5 students/ Conover Road Elementary School	Middle School Orientation/Cedar Drive Middle School	6/4/25

DISCUSSION:

Mrs. Camera expressed her enthusiasm and support for the student trips. She inquired about the details of the MAST trip. Dr. Garibay explained that it is an academic program competition that is run through the STEM lab.

ROLL CALL VOTE

SUPERINTENDENT ACTION ITEMS #s 1 - 3	
MOVED BY	Jessica Ramirez
SECONDED BY	Vincent Rugnetta
YES	Phyllis Camera, Sara Horowitz, Jason Orrico, Jessica Ramirez, Vincent Rugnetta, Robert Scales, Brian Scarpa, Angelique Volpe and Kevin Walsh
NO	None
ABSTAIN	None

BUILDINGS AND GROUNDS/SAFETY AND SECURITY

The Superintendent of Schools submits the following recommendations for approval:

1. ADOPTION OF THE 2025 EXTENDED SCHOOL YEAR (ESY) PROGRAM DATES

BE IT RESOLVED that the Colts Neck Board of Education approves the adoption of the 2025 Extended School Year (ESY) Program to be held at Conover Road Primary School, from July 7, 2025 through August 7, 2025 (20 days). The program will run Monday through Thursday, from 8:30 a.m. to 11:30 a.m.

DISCUSSION:

There was no discussion.

ROLL CALL VOTE

BUILDINGS AND GROUNDS/SAFETY AND SECURITY ITEM # 1	
MOVED BY	Jessica Ramirez
SECONDED BY	Sara Horowitz
YES	Phyllis Camera, Sara Horowitz, Jason Orrico, Jessica Ramirez, Vincent

	Rugnetta, Robert Scales, Brian Scarpa, Angelique Volpe and Kevin Walsh
NO	None
ABSTAIN	None

CURRICULUM

The Superintendent of Schools submits the following recommendations for approval:

1. REIMBURSABLE EXPENSES

BE IT RESOLVED that the Colts Neck Board of Education approves the reimbursable expenses in accordance with Policy #6471/Regulation #6471. ([Attachment # C-1](#))

2. FIELDWORK PLACEMENT: OCCUPATIONAL THERAPIST

The Superintendent recommends approval of the following Occupational Therapist Fieldwork Placement assignment for the 2024-2025 school year, as indicated below:

Student/College/ Number of Hours	Cooperating Staff Member/ Position/Location	Effective Date
Kira Cohan/Misericordia University/60 Hours	Dr. Chelsea McGowan/Occupational Therapist/District	5/19/2025 - 6/6/2025

DISCUSSION:

There was no discussion.

ROLL CALL VOTE

CURRICULUM ITEMS #s 1 - 2	
MOVED BY	Kevin Walsh
SECONDED BY	Phyllis Camera
YES	Phyllis Camera, Sara Horowitz, Jason Orrico, Jessica Ramirez, Vincent Rugnetta, Robert Scales, Brian Scarpa, Angelique Volpe and Kevin Walsh
NO	None
ABSTAIN	None

FINANCE

Board Secretary's Certification:

I, VINCENT S. MARASCO, School Business Administrator/Board Secretary, certifies that as of January, 2025, 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.



Vincent S. Marasco
School Business Administrator/Board Secretary

The Superintendent of Schools submits the following recommendations for approval:

1. TRANSFER OF FUNDS

BE IT RESOLVED that the Colts Neck Township Board of Education approves the transfer of funds for the month of January 2025 for the 2024-2025 school year. ([Attachment # F-1](#))

2. BOARD SECRETARY'S REPORT

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we certify that as of January 31, 2025 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.

NOW THEREFORE, BE IT RESOLVED that the Colts Neck Township Board of Education approve the Board Secretary's Report as of January 31, 2025. ([Attachment # F-2](#))

3. TREASURER'S REPORT

BE IT RESOLVED that the Colts Neck Township Board of Education approves the Treasurer of School Monies Report as of January 31, 2025. ([Attachment # F-3](#))

4. BILLS LIST

BE IT RESOLVED that the Colts Neck Township Board of Education approves the Bill List dated March 19, 2025 in the amount of \$2,825,633.76 and Food Service payments in the amount of \$67,617.87.

5. FOOD SERVICE FINANCIAL REPORT

BE IT RESOLVED that the Colts Neck Township Board of Education approves the Food Service Financial Report for the month of January, 2025.

6. ADOPTION OF TENTATIVE BUDGET FOR THE 2025-2026 SCHOOL YEAR

BE IT RESOLVED that the Colts Neck Township Board of Education approves the Tentative Budget for the 2025-2026 School Year using the 2025-2026 State Aid figures and that the School Business Administrator/Board Secretary be authorized to submit the following Tentative Budget to the Executive County Superintendent of Schools of Monmouth County in the New Jersey State Department of Education for

approval in accordance with the statutory deadline.

	General Fund	Special Revenue Fund	Debt Service Fund	Total
2025-2026 Total Expenditures	\$ 30,026,838	\$ 273,453	\$1,676,600	\$31,976,891
Less: Anticipated Revenues	\$ 5,399,797	\$ 273,453	-	\$ 5,673,250
Taxes to be Levied	\$ 24,627,041	-	\$1,676,600	\$26,303,641

And to advertise said Tentative Budget in the Asbury Park Press in accordance with the form required by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the Board Room at the Administration Building, 70 Conover Road, on Wednesday, May 7, 2025 at 6:30 p.m. for the purpose of conducting a public hearing on the budget for the 2025-2026 School Year.

7. FEDERAL IMPACT AID RESERVE WITHDRAWAL

BE IT RESOLVED that the Colts Neck Township Board of Education approves the following resolution:

BE IT RESOLVED that the general fund appropriations include a \$250,000 withdrawal from the Federal Impact Aid Reserve Account for the purpose of financing the district’s General Fund in a manner consistent with federal law and P.L.2015, Chapter 46.

8. TRAVEL AND RELATED EXPENSE REIMBURSEMENT FOR 2025-2026 SCHOOL YEAR

BE IT RESOLVED that the Colts Neck Township Board of Education approves the following resolution:

WHEREAS, the Colts Neck Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, the Colts Neck Township Board of Education has established \$46,461 as the maximum travel amount for the current school year, and has expended \$13,423 as of this date;

NOW, THEREFORE, BE IT RESOLVED, that the Colts Neck Township Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$45,724 for all staff and Board members for the 2025-26 school year.

DISCUSSION:

Mrs. Camera requested clarification on budget transfers and why they are done each month. Mr. Marasco noted that budget changes throughout the year are a given and therefore budget transfers are necessary, which are allowable and governed under Title 18A. Dr. Garibay used the transfer of funds to purchased services for substitute aide coverage for an autism class as an example, explaining that due to recent resignations of instructional assistants, the district still needed to provide legally required services for students with IEPs (Individualized Education Programs). In the absence of replacements, these services were contracted out, which often comes at a different cost than employing substitute instructional assistants. Since accounts cannot be overextended on a monthly basis, the district must reallocate funds through budget transfers.

Mr. Scales asked for clarification on the taxes to be levied for the budget, noting that the district is requesting \$24 million to balance the budget. He questioned whether the district plans to ask the town how the additional revenue from the recent 10% to 25% property tax increases will be used. Since the district’s request remains the same as the previous year, he was curious if the town could provide insight on how the extra funds will be allocated. Dr. Garibay indicated that she has reached out specifically to the town council and to the Mayor, and is looking to set up a meeting in the near future to discuss that.

ROLL CALL VOTE

FINANCE ITEMS #s 1 - 8	
MOVED BY	Jason Orrico
SECONDED BY	Phyllis Camera
YES	Phyllis Camera, Sara Horowitz, Jason Orrico, Jessica Ramirez, Vincent Rugnetta, Robert Scales, Brian Scarpa, Angelique Volpe and Kevin Walsh
NO	None
ABSTAIN	None

POLICY

The Superintendent of Schools submits the following recommendations for approval:

1. FIRST READING OF POLICIES AND REGULATIONS

BE IT RESOLVED that the Colts Neck Township Board of Education approve the first reading of the following policies and regulations, as indicated below: (Attachment # P-1 - # P-7)

Attachment # P-1	P5512 - Harassment, Intimidation, or Bullying
Attachment # P-2	P5533 - Student Smoking
Attachment # P-3	R5533 - Student Smoking
Attachment # P-4	P7441 - Electronic Surveillance in School Buildings and on School Grounds

Attachment # P-5	R7441 - Electronic Surveillance in School Buildings and on School Grounds
Attachment # P-6	P9320 - Cooperation with Law Enforcement Agencies
Attachment # P-7	R9320 - Cooperation with Law Enforcement Agencies

2. ADOPTION OF POLICIES AND REGULATIONS

BE IT RESOLVED that the Colts Neck Township Board of Education approve the adoption of the following policies and regulations, as indicated below: (Attachment # P-8 - # P-9)

Attachment # P-8	Bylaw 0155.2 - Community Liaisons Roles and Responsibilities
Attachment # P-9	P8820 - Opening Exercises

DISCUSSION:

There was no discussion.

ROLL CALL VOTE

POLICY ITEMS #s 1 - 2	
MOVED BY	Robert Scales
SECONDED BY	Jason Orrico
YES	Phyllis Camera, Sara Horowitz, Jason Orrico, Jessica Ramirez, Vincent Rugnetta, Robert Scales, Brian Scarpa, Angelique Volpe and Kevin Walsh
NO	None
ABSTAIN	None

NEGOTIATIONS

None

TRANSPORTATION

None

PERSONNEL

The Superintendent of Schools submits the following recommendations for approval:

1. RESIGNATION

BE IT RESOLVED that the Colts Neck Township Board of Education approve the following resignations of staff members, as indicated below:

Name	Position/Location	Effective Date
Paige Tedesco	Instructional Assistant/Conover Road Primary School	4/12/25
Lauren Hodges	Instructional Assistant/Conover Road Elementary School	3/22/25
Nicole Clancy	Special Education Teacher/Conover Road Primary School	7/1/25
Nicolette Magnifico	Instructional Assistant/Conover Road Primary School	3/29/25
Michelle Corrao	Kindergarten Instructional Assistant/Conover Road Primary School	7/1/25

**2. 2024-2025 SCHOOL YEAR WINTER AFTER-SCHOOL INTRAMURAL PROGRAM
ADVISORS: CONOVER ROAD PRIMARY SCHOOL**

BE IT RESOLVED that the Colts Neck Township Board of Education approves the appointment of the following Conover Road Primary School staff member to to accompany two students, student (#20310097) and student (#20311673) to assist with medical needs, participating in the Conover Road Primary School Spring Singers Intramural Program for the 2024-2025 school year, once a week, at an hourly rate of \$52, with each session to run sixty (60) minutes, and to include one, two (2) hour performance at an amount not to exceed \$52 per session, as indicated below:

Name	Activity	Number of Sessions	Number of Performances	Total Amount Not To Exceed
Deborah Kelleher	Spring Singers	18	1	\$936

(a/c # 11-000-213-101-060-100-1)

3. MEDICAL DISABILITY LEAVE 2024-2025 SCHOOL YEAR

BE IT RESOLVED that the Colts Neck Township Board of Education approve the medical disability leave for each of the following staff members during the 2024-2025 school year, as indicated below:

Name/Position/ Location	Effective Dates	Medical Disability Leave
Felicia Latrenta/ Instructional Assistant/ Cedar Drive Middle School	3/20/25 - 5/16/25	FMLA – Paid with healthcare benefits (using sick days from 3/20/25 through 5/16/25)
Jennifer Klein/Teacher/Cedar Drive Middle School	4/7/25 - 4/11/25	FMLA – Paid with healthcare benefits (using sick days from 4/7/25 through 4/11/25)
Jennifer Stattel/ Teacher/ Conover Road Primary School	3/17/25 - 3/28/25	FMLA – Paid with healthcare benefits (using sick and personal days from 3/17/25 through 3/27/25, 3/28/25 .5 day paid, .5 day unpaid)

4. AMENDED MEDICAL DISABILITY LEAVE 2024-2025 SCHOOL YEAR

BE IT RESOLVED that the Colts Neck Township Board of Education approve the amendment to the medical disability leave, adopted at the February 19, 2025 Regular Meeting, for Dana McMullin, Instructional Assistant at Cedar Drive Middle School, during the 2024-2025 school year, as indicated below:

From	To	Leave Type
5/19/25 - 6/24/25	5/8/25 - 6/24/25	Medical Disability - FMLA – Paid with healthcare benefits (using sick and personal days from 5/8/25 through 5/20/25, 5/21/25 (.5) day FMLA Unpaid with healthcare benefits 5/21/25 (.5) day, 5/22/25 - 6/24/25

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

BE IT RESOLVED that the Colts Neck Township Board of Education 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:

Name	Position	Amount Not To Exceed
Steven Ricci	Boys’ Baseball	\$3,529
Dolores Pollak	Girls’ Softball	\$3,529
Joseph Truisi	Boys Spring Track and Field	\$3,529
Laura Hayden	Girls Spring Track and Field	\$3,529
♦Marjorie Maguire ♦Patricia Straman	Tennis	\$3,529

♦Stipend split equally between Co-Advisors

6. 2024-2025 SCHOOL YEAR SPRING AFTER-SCHOOL INTRAMURAL PROGRAM ADVISORS: CEDAR DRIVE MIDDLE SCHOOL

BE IT RESOLVED that the Colts Neck Township Board of Education approve the appointment of the following Cedar Drive Middle School staff members to serve as advisors to the Cedar Drive Middle School Spring After-School Intramural Program for the 2024-2025 school year, once a week, at an hourly rate of \$47, with each session to run ninety (90) minutes, at an amount not to exceed \$70.50 per session, as indicated below:

Name	Activity♦	Number of Sessions	Total Amount Not To Exceed
Anthony Higuieruela	Cedar Ambassador	8	\$564
Alexandra Vena	Cedar Ambassador	8	\$564

E. Marc Coe	Robotics	10	\$705
Carrie Zanyor	Eco Explorers	7	\$493.50
Anthony Higuera	Chess Club	7	\$493.50
Ryan Walker	Canvas Creations	7	\$493.50
Laila Tlack	Sign Language	7	\$493.50
Laila Tlack	Jewelry Making	7	\$493.50
Sara Campbell	Crafting with Campbell	7	\$493.50

♦ An individual activity will only run if the required minimum number of students sign up for the activity.
(a/c # 11-401-100-100-030)

7. **CONOVER ROAD ELEMENTARY SCHOOL CHAPERONES 2024-2025 SCHOOL YEAR**

BE IT RESOLVED that the Colts Neck Township Board of Education approve the appointment of the following Conover Road Elementary School staff members to serve as chaperones for the following Conover Road Elementary School events during the 2024-2025 school year, at an amount not to exceed \$80 for each staff member, as indicated below:

Name	Event	Date
Cheryl Chandler	Band Concert	4/1/25
Jeffrey Brown	Band Concert	4/1/25
Jennifer Caga-Collett	Band Concert	4/1/25
Mary Lou Jennings	Band Concert	4/1/25

(a/c # 11-401-100-100-050)

8. **AMENDED EXTRACURRICULAR ADVISORS CEDAR DRIVE MIDDLE SCHOOL 2024-2025 SCHOOL YEAR**

BE IT RESOLVED that the Colts Neck Township Board of Education approves the amendment to the resolution adopted at the February 19, 2025 Regular Action Meeting for the appointment of the following Cedar Drive Middle School staff member to serve as a chaperone for the following Cedar Drive Middle School event during the 2024-2025 school year, at an amount not to exceed \$80 for staff member, as indicated below:

Name From	Name To	Position	Date
Marissa Granato	Cheryl Chandler	School Musical	3/22/25

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

9. **CEDAR DRIVE MIDDLE SCHOOL CHAPERONES 2024-2025 SCHOOL YEAR**

BE IT RESOLVED that the Colts Neck Township Board of Education approve the appointment of the following Cedar Drive Middle School staff member to serve as chaperone for the following Cedar Drive Middle School event during the 2024-2025 school year, at an amount not to exceed \$80 for staff member, as indicated below:

Name	Event	Date
Cheryl Chandler	Subs & Sounds Concert	6/12/25

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

10. VOLUNTEER ASSISTANT 2024-2025 SCHOOL YEAR

BE IT RESOLVED that the Colts Neck Township Board of Education approve the following high/college school student to serve as a volunteer assistant for the Baseball Team at Cedar Drive Middle School during the 2024-2025 school year, (or for the remainder of the school year), as indicated below:

Student Volunteer	School
*Dennis J. Bruck	Colts Neck High School

*Pending completion of School Volunteer Training

11. VOLUNTEER COACHES

BE IT RESOLVED that the Colts Neck Township Board of Education approve the appointment of non-employee volunteer for the for the Baseball Team at Cedar Drive Middle School during the 2024-2025 school year, (or for the remainder of the school year), as indicated below:

David Ricci Sr.

12. ADDITIONAL PAY: INSTRUCTIONAL ASSISTANT

BE IT RESOLVED that the Colts Neck Township Board of Education approve the additional pay to the following staff members combined, to accompany a student (#20280483) participating in the Conover Road Elementary School's Really Big Shoe, for no more than nine (9) sessions to run forty five (45) minutes and two (2) sessions to run for 75 minutes, as indicated below:

Name/Location	Step/ Hourly rate	Total Amount Per Session	Combined Number of Sessions	Total Amount Not to Exceed
Patricia Cottrell	14/\$18.89	\$14.16	9	\$127.44
Kathy O'Connor	3/\$16.49	\$12.36	9	\$111.24
Tracey Amaniera	18/\$22.19	\$16.64	9	\$149.76
Teresa D'Elia	20/\$24.13	\$18.09	9	\$162.81

Name/Location	Step/ Hourly rate	Total Amount Per Session	Combined Number of Sessions	Total Amount Not to Exceed
Patricia Cottrell	14/\$18.89	\$23.61	2	\$47.22
Kathy O'Connor	3/\$16.49	\$20.61	2	\$41.22
Tracey Amaniera	18/\$22.19	\$27.70	2	\$55.40
Teresa D'Elia	20/\$24.13	\$30.15	2	\$60.30

13. **ADDITIONAL PAY: INSTRUCTIONAL ASSISTANT**

BE IT RESOLVED that the Colts Neck Township Board of Education approve the additional pay to the following staff member to accompany student# 20291219 participating in the Conover Road Elementary School Festive Friends Club after school program, for each session to run sixty (60) minutes, as indicated below:

Name/Location	Step/ Hourly rate	Total Amount Per Session	Number of Sessions	Total Amount Not to Exceed
Teresa D’Elia	20/\$24.13	\$24.13	1	\$24.13

14. **ADDITIONAL PAY: INSTRUCTIONAL ASSISTANT**

BE IT RESOLVED that the Colts Neck Township Board of Education approve the additional pay to the following staff member to accompany student #20291458 participating in the Conover Road Elementary School Math Club after school program from March 18, 2025 through May 8, 2025 for each session to run sixty (60) minutes, as indicated below:

Name/Location	Step/ Hourly rate	Total Amount Per Session	Number of Sessions	Total Amount Not to Exceed
Teresa D’Elia	20/\$24.13	\$24.13	14	\$337.82*

*stipend reimbursed by the Avon School District

15. **SUBSTITUTE TEACHERS: 2024-2025 SCHOOL YEAR**

BE IT RESOLVED that the Colts Neck Township Board of Education 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.

Name	Certification
Caitlin McClain	Substitute Teacher
Julia Terlizzi	Substitute Teacher

16. **SUBSTITUTE BUS DRIVERS: 2024-2025 SCHOOL YEAR**

BE IT RESOLVED that the Colts Neck Township Board of Education approve the following individual] to the list of Substitute Bus Drivers for the 2024-2025 school year, at an hourly rate of \$25.00 on an as needed basis, pending approval of criminal history review.

Name
Gaetano Ignarra

17. **EMPLOYMENT: INSTRUCTIONAL ASSISTANT 2024-2025 SCHOOL YEAR**

BE IT RESOLVED that the Colts Neck Township Board of Education approve the employment of the following individual for the 2024-2025 school year, as indicated below:

Name	Position/Location/ Account No.	Effective Dates	Hours/Number of Days/ Step/Hourly Rate/Salary
*Mariana Raffone (Replacing Dawn VanBrunt who resigned)	Instructional Assistant/Conover Road Primary School (a/c # 11-000-217-106-060-100-0)	04/01/25 – 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

18. **EMPLOYMENT: CUSTODIAN 2024-2025 SCHOOL YEAR**

BE IT RESOLVED that the Colts Neck Township Board of Education approve the following individual for the 2024-2025 school year, as indicated below:

Name	Position/Location/ Account No.	Effective Dates	Step/Salary
*Timur Shamuradov (Replacing Louverture Pierre, who retired effective 4/1/25)	Custodian/ Conover Road Primary School/ (a/c # 11-000-262-100-000-100-0)	04/01/25 – 6/30/25	Step12 \$41,562 Per Annum, *Prorated (\$40,562 Base + \$1,000 Stipend)

* Pending criminal history review and receipt of prior employment verification

19. **RETIREMENT**

BE IT RESOLVED that the Colts Neck Township Board of Education approve the retirement of the following staff member, with regret, as indicated below:

Name	Position/Location	Effective Date
Leigh Farran	Kindergarten Instructional Assistant	7/1/25

The Board expresses its appreciation and gratitude to Leigh Farran for her seven (7) years of faithful service to the children and the district and further wishes her good health and much happiness during her retirement.

20. **AMENDED CHAPERONES: CEDAR DRIVE MIDDLE SCHOOL
 2024-2025 SCHOOL YEAR**

BE IT RESOLVED that the Colts Neck Township Board of Education approves of the amendment to the resolution adopted at the February 19, 2025 Regular Action Meeting of the appointment of the following Cedar Drive Middle School staff member to serve as chaperone for the following Cedar Drive Middle School event

during the 2024-2025 school year, at an amount not to exceed \$80 for each staff member, as indicated below:

Name From	Name To	Position	Date
Jessica Grippaldi	Brian J. Willis	School Musical	3/22/25

DISCUSSION:

Mrs. Camera reflected on the student liaisons' remarks, noting that many emphasized the importance of sports and some highlighted music at Cedar Drive Middle School. She expressed gratitude to the teachers who volunteer their time for coaching and leading extracurricular activities, recognizing the positive impact these experiences have on students.

Mr. Scarpa praised the enthusiasm of the student liaisons and appreciated the Board's efforts in hosting the event, suggesting it become a standing tradition for the middle school. He also mentioned the upcoming completion of the pergolas by April and proposed adding a commemorative plaque to recognize the students who initiated the project, creating a lasting tribute.

Mr. Scarpa highlighted the students' encouragement to "try something new" and shared plans to include those sentiments in the district's April newsletter. He concluded by emphasizing the success of the event, calling it a win for the middle school and the Board of Education, and expressed interest in continuing to build on this positive experience in future meetings.

Mrs. Camera highlighted that one of the Board's updated goals - recognizing and celebrating diverse forms of achievement (academic, interpersonal, athletic, artistic, and contributions to the school community), was reflected in the evening's discussions. She noted that this goal was added to the Board's webpage and emphasized how the event demonstrated the Board's commitment to acknowledging student success in various areas.

ROLL CALL VOTE

PERSONNEL ITEMS #s 1 - 48 20	
MOVED BY	Vincent Rugnetta
SECONDED BY	Phyllis Camera
YES	Phyllis Camera, Sara Horowitz, Jason Orrico, Jessica Ramirez, Vincent Rugnetta (1 & 2 and 5-20), Robert Scales, Brian Scarpa, Angelique Volpe and Kevin Walsh
NO	None
RECUSE	Vincent Rugnetta (3 & 4)

COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

None

NEW BUSINESS/WORK SESSION AGENDA

Mr. Scales inquired if the students in town who are homeschooled are allowed to participate on Colts Neck's sports teams? Dr. Garibay answered that per Board Policy they are allowed.

Mr. Walsh thanked Mr. Moretta, Facilities Director, for facilitating the facilities tour last night.

ADJOURNMENT

At approximately 8:21 pm, it was moved by Phyllis Camera, seconded by Sara Horowitz and carried on a unanimous roll call vote to adjourn the meeting.

Yes: Phyllis Camera, Sara Horowitz, Jason Orrico, Jessica Ramirez, Vincent Rugnetta, Robert Scales, Brian Scarpa, Angelique Volpe and Kevin Walsh

No: None

Absent: None

REFERENCE SHEET	
Attachment # S-1	Enrollment, Fire/Security Drills and Student Suspensions as of February 28, 2025
Attachment # C-1	Reimbursable Expenses
Attachment # F-1	Transfers for the Month of January 2025
Attachment # F-2	Board Secretary's Report as of January 31, 2025
Attachment # F-3	Treasurer's Report as of January 31, 2025
Attachment # P-1	First Read - P5512 - Harassment, Intimidation, or Bullying
Attachment # P-2	First Read - P5533 - Student Smoking
Attachment # P-3	First Read - R5533 - Student Smoking
Attachment # P-4	First Read - P7441 - Electronic Surveillance in School Buildings and on School Grounds
Attachment # P-5	First Read - R7441 - Electronic Surveillance in School Buildings and on School Grounds
Attachment # P-6	First Read - P9320 - Cooperation with Law Enforcement Agencies
Attachment # P-7	First Read - R9320 - Cooperation with Law Enforcement Agencies
Attachment # P-8	Adoption - Bylaw 0155.2 - Community Liaisons Roles and Responsibilities
Attachment # P-9	Adoption - P8820 - Opening Exercises

BOARD MEETINGS*			
April 8, 2025	June 18, 2025	September 3, 2025	November 19, 2025
April 23, 2025	July 9, 2025	September 17, 2025	December 3, 2025
May 7, 2025	July 23, 2025	October 7, 2025	December 17, 2025
May 21, 2025	August 6, 2025	October 15, 2025	
June 4, 2025 @ CRPS	August 20, 2025	November 5, 2025	
January 7, 2026 @ 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.

2025		
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