

**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, **April 23, 2025** 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 Volpe called the meeting to order at 6:35 p.m. Approximately six (6) members of the public were present.

## **ROLL CALL**

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

Board Members Absent: None

## **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 & NATIONAL ANTHEM**

In honor of April as Month of the Military Child, the Matthews Family led The Pledge of Allegiance. The Colts Neck Township Board of Education extended its gratitude to Master-at-Arms First Class Matthews, Katie Matthews, Gabriel Matthews, Zoey Matthews, and Magnolia Matthews for their service and sacrifice on behalf of our country.

## **PRESENTATION**

Reports / comments from Student Representatives to the Colts Neck Township Board of Education

## **COMMUNICATIONS**

None

## **REPORT OF PRESIDENT – Mrs. Angelique Volpe**

## **BOARD LIAISON REPORTS**

- Parent Advisory Committee - Sara Horowitz
- Colts Neck PTO - Sara Horowitz
- Colts Neck Township Schools Newsletter - Phyllis Camera
- Colts Neck Township Schools Arts, Sports, & Extracurricular Activities - Vincent Rugnetta
- Colts Neck Township Committee - Brian Scarpa/Phyllis Camera
- Colts Neck Township Senior Citizens - Kevin Walsh
- Naval Weapons Station Earle - Brian Scarpa/Jessica Ramirez
- State & County School Boards Association Representative - Angelique Volpe

## **SUPERINTENDENT'S REPORT**

**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 March 31, 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
4/1/25 - 4/16/25	0	0

**COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS**

**ACTION ITEMS**

The Superintendent of Schools submits the following recommendations for approval:

**1. AFFIRMATION OF SUPERINTENDENT’S ACTION**

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 April 8, 2025 for the period commencing March 16, 2025 through March 31, 2025 wherein one (1) incident was reported. Zero (0) incident of HIB was found to occur, as indicated below:

Non-HIB Incident No.	Location
2024- N3	Cedar Drive Middle School

**2. 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 6 students/Cedar Drive Middle School	N.J. State Museum/Trenton, NJ	6/12/25
Grade 7 students/Cedar Drive	Change Holocaust Museum and Exhibit, Brookdale	6/10/25

Middle School	Community College/Lincroft, NJ	6/11/25
Grade 3 students/Conover Road Elementary School	Montrose School House/Colts Neck, NJ	4/30/25

### 3. AMENDED FIELD TRIP

BE IT RESOLVED that the Colts Neck Township Board of Education approve the amended dates of the following field trips, as indicated below:

Participants/Location	Trip / Location	Date From	Date To
Grade 8 students/ Cedar Drive Middle School <i>Approved at the 2/19/25 BOE meeting</i>	American Museum of Natural History/ New York City	3/24/25	5/27/25
Grade 5 students/ Conover Road Elementary School <i>Approved at the 3/19/25 BOE meeting</i>	Middle School Orientation/ Cedar Drive Middle School	6/4/25	5/27/25

### DISCUSSION:

There was no discussion.

### ROLL CALL VOTE

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

### BUILDINGS AND GROUNDS/SAFETY AND SECURITY

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 approval of reimbursable expenses in accordance with Policy #6471/Regulation #6471. ([Attachment # C-1](#))

**DISCUSSION:**

There was no discussion.

**ROLL CALL VOTE**

CURRICULUM ITEMS # 1	
MOVED BY	Kevin Walsh
SECONDED BY	Jason Orrico
YES	Phyllis Camera, Sara Horowitz, Jason Orrico, Jessica Ramirez (remote), 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 February 28, 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 approve the transfer of funds for the month of February, 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 February 28, 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 February 28, 2025. ([Attachment # F-2](#))

**3. TREASURER'S REPORT**

BE IT RESOLVED that the Colts Neck Township Board of Education approve the Treasurer of School Monies Report as of February 28, 2025. ([Attachment # F-3](#))

**4. BILLS LIST**

BE IT RESOLVED that the Colts Neck Township Board of Education approves the Bill List dated April 23, 2025 in the amount of \$6,125,977.44 and Food Service payments in the amount of \$49,967.18.

**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 February, 2025.

**6. COMMODITY RESALE AGREEMENT**

BE IT RESOLVED that the Colts Neck Township Board of Education approve the renewal of the Commodity Resale Agreement with the County of Monmouth for the 2025-26 School Year (August 10, 2023 through September 30, 2028).

**7. MUNICIPAL ASSISTANCE/SHARED SERVICES AGREEMENT**

BE IT RESOLVED that the Colts Neck Township Board of Education approve the renewal of the Municipal Assistance/Shared Services Agreement with the County of Monmouth for the 2025-26 School Year (July 23, 2020 through September 30, 2028).

**8. AMENDED CONTRACT - BRETT DINOVI & ASSOCIATES, LLC**

BE IT RESOLVED that the Colts Neck Township Board of Education approves the contract between Brett DiNovi & Associates, LLC and the Colts Neck Board of Education, to provide behavioral/educational consultation services for Student #20330140, for the period commencing April 22, 2025 through June 20, 2025, at an amount not to exceed \$21,705. A copy of said contract shall be kept on file in the Office of the Business Administrator.

(a/c# 11-000-217-320-000-400-0)

**9. AMENDED PROFESSIONAL SERVICES - NURSING SERVICES (BAYADA HOME HEALTH CARE, INC.)**

BE IT RESOLVED that the Colts Neck Township Board of Education approves the amending of a resolution adopted at the February 19, 2025 meeting, approving the contract between the Colts Neck Township School District and Bayada Home Health Care Inc. ("Bayada"), 1151 Broad Street, Suite 303-304, Shrewsbury, NJ 07702, to provide professional nursing services, on an as needed basis in each of the district schools, for the period commencing July 1, 2024 through June 30, 2025 as follows:

Amount Not to Exceed From	Amount Not to Exceed To
\$22,000	\$27,000

(a/c# 11-000-213-330-000-100-0)

10. **APPROPRIATION OF 2023-24 EXTRAORDINARY AID**

BE IT RESOLVED that the Colts Neck Township Board of Education approves the appropriation of \$26,705 of 2023-2024 NJ State Extraordinary Aid to increase the following budgetary account, effective April 23, 2025, in accordance with N.J.A.C. 6A:23A-13.3(d):

Budgetary Account	Description	Amount
11-000-217-320-000-400-0	To cover add'l behavioral support services (1:1 aide)	\$21,705
11-000-213-330-000-100-0	To cover substitute Nursing services	\$ 5,000
	<b>TOTAL</b>	<b>\$26,705</b>

11. **SHARED SERVICE AGREEMENT: PROVISION OF SECURITY MONITOR SERVICES FOR COLTS NECK TWP. RECREATION SUMMER DAY CAMP**

BE IT RESOLVED that the Colts Neck Township Board of Education approves the Shared Service Agreement between the Township of Colts Neck and the Colts Neck Board of Education for the Board of Education’s provision of security monitor services during the Colts Neck Department of Recreation & Parks Summer Day Camp, at a rate of \$25 per hour.

**DISCUSSION:**

There was no discussion.

**ROLL CALL VOTE**

FINANCE ITEMS #s 1 - 11	
MOVED BY	Jason Orrico
SECONDED BY	Vincent Rugnetta
YES	Phyllis Camera, Sara Horowitz, Jason Orrico, Jessica Ramirez (remote), 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. 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-1 - # P-7)

<a href="#">Attachment # P-1</a>	P5512 - Harassment, Intimidation, or Bullying
<a href="#">Attachment # P-2</a>	P5533 - Student Smoking
<a href="#">Attachment # P-3</a>	R5533 - Student Smoking
<a href="#">Attachment # P-4</a>	P7441 - Electronic Surveillance in School Buildings and on School Grounds
<a href="#">Attachment # P-5</a>	R7441 - Electronic Surveillance in School Buildings and on School Grounds
<a href="#">Attachment # P-6</a>	P9320 - Cooperation with Law Enforcement Agencies
<a href="#">Attachment # P-7</a>	R9320 - Cooperation with Law Enforcement Agencies

### **DISCUSSION:**

There was no discussion.

### **ROLL CALL VOTE**

POLICY ITEMS # 1	
MOVED BY	Robert Scales
SECONDED BY	Jason Orrico
YES	Phyllis Camera, Sara Horowitz, Jason Orrico, Jessica Ramirez (remote), 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. 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
Patricia Straman	Teacher/Cedar Drive Middle School	7/1/25
Karla Walter	Teacher/Conover Road Primary School	7/1/25

The Board expresses its appreciation and gratitude to Patricia Straman for her twenty-one (21) years of faithful service to the children and the district and further wishes her good health and much happiness during her retirement.

The Board expresses its appreciation and gratitude to Karla Walter for her thirty (30) years of faithful service to the children and the district and further wishes her good health and much happiness during her retirement.

**2. 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 March 19, 2025 Regular Action Meeting, for Jennifer Stattel, Teacher at Conover Road Primary School, during the 2024-2025 school year, as indicated below:

From	3/17/25 - 3/28/25	Leave Type
		<ul style="list-style-type: none"><li>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)</li></ul>
To	3/17/25 - 3/31/25	Leave Type
		<ul style="list-style-type: none"><li>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)</li><li>FMLA – unpaid with healthcare benefits 3/31/25</li></ul>

**3. 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 March 19, 2025 Regular Action Meeting, for Elizabeth Bufano, Teacher at Cedar Drive Middle School, during the 2024-2025 school year, as indicated below:

From	2/10/25 - 4/25/25	Leave Type
		<ul style="list-style-type: none"><li>FMLA – Paid with healthcare benefits (using sick days from 2/10/25 through 4/7/25)</li><li>FMLA - Unpaid 4/8/25 - 4/25/25</li></ul>
To	2/10/25 - 4/27/25	Leave Type
		<ul style="list-style-type: none"><li>FMLA – Paid with healthcare benefits (using sick days from 2/10/25 through 3/26/25)</li><li>FMLA - Unpaid 3/27/25 - 4/27/25</li></ul>

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 March 19, 2025 Regular Action Meeting, for Jennifer Klein, Teacher at Cedar Drive Middle School, during the 2024-2025 school year, as indicated below:

From	4/7/25 - 4/11/25	Leave Type
		<ul style="list-style-type: none"><li>FMLA – Paid with healthcare benefits (using sick days from 4/7/25 through 4/11/25)</li></ul>
To	4/9/25 - 4/11/25	Leave Type
		<ul style="list-style-type: none"><li>FMLA – Paid with healthcare benefits (using sick days from 4/9/25 through 4/11/25)</li></ul>

5. **AMENDED CHILDCARE LEAVE 2024-2025 SCHOOL YEAR**

BE IT RESOLVED that the Colts Neck Township Board of Education approve the amendment to the childcare leave, adopted at the March 19, 2025 Regular Action Meeting during the 2024-2025 school year for Elizabeth Bufano, Teacher at Cedar Drive Middle School, during the 2024-2025 school year, as indicated below:

From	4/28/25 - 6/30/25	Leave Type
		<ul style="list-style-type: none"><li>FMLA/NJFLA – unpaid without healthcare benefits (4/28/25 through 6/30/25)</li></ul>
To	4/28/25 - 6/30/25	Leave Type
		<ul style="list-style-type: none"><li>NJFLA – unpaid without healthcare benefits (4/28/25 through 6/30/25)</li></ul>

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 Higuera	Ping Pong Club	7	\$493.50
Sara Campbell	Color & Chill	7	\$493.50
Steven Ricci	Volleyball	7	\$493.50
Dolores Pollak	Volleyball	7	\$493.50

♦ An individual activity will only run if the required minimum number of students sign up for the activity.  
(a/c # 11-401-100-100-030-100-0)

#### 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 \$160 for each staff member, as indicated below:

Name	Event	Date
Taylor Donovan	American Young Voices	6/3/25
Susan Frick	American Young Voices	6/3/25
Caitlin Saggau	American Young Voices	6/3/25
Brian J. Willis	American Young Voices	6/3/25
Allison Klacik	American Young Voices	6/3/25

(a/c # 11-401-100-100-050-100-0)

#### 8. 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 members to serve as chaperones for the following Cedar Drive Middle 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
Jeffrey Brown	Track & Field Meet	5/2/25
Karin Londono	Track & Field Meet	5/2/25
Kathleen Godlesky	Track & Field Meet	5/16/25
Anthony Higuera	Track & Field Meet	5/16/25
Jeffrey Brown	Chorus Concert	4/29/25
Tatiana Bugos	Chorus Concert	4/29/25
Laila Tlack	Chorus Concert	4/29/25
Lindsay Spitzer	Chorus Concert	4/29/25
Carrie Zanyor	Chorus Concert	4/29/25

Jeffrey Brown	Subs & Sounds Concert	6/12/25
Kathleen Godlesky	Subs & Sounds Concert	6/12/25
Martha Rose	Subs & Sounds Concert	6/12/25
Krystyna Hubbard	Subs & Sounds Concert	6/12/25
Dolores Pollak	Subs & Sounds Concert	6/12/25
Carrie Zanyor	Subs & Sounds Concert	6/12/25
Anthony Higuera	8th Grade Dance	6/13/25
Carol J. Burtnick	8th Grade Dance	6/13/25
Marissa Granato	8th Grade Dance	6/13/25
Lauren Hums	8th Grade Dance	6/13/25

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

**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 members to serve as chaperones for the following Cedar Drive Middle School events during the 2024-2025 school year, at an amount not to exceed \$200 for each staff member, as indicated below:

Name	Event	Date
Jeffrey Brown	Hershey Park - Music in the Parks Festival	5/29/25 - 5/30/25
Krystyna Hubbard	Hershey Park - Music in the Parks Festival	5/29/25 - 5/30/25
Lauren Hums	Hershey Park - Music in the Parks Festival	5/29/25 - 5/30/25
Karin Londono	Hershey Park - Music in the Parks Festival	5/29/25 - 5/30/25
Dolores Pollak	Hershey Park - Music in the Parks Festival	5/29/25 - 5/30/25
Carrie Sullivan	Hershey Park - Music in the Parks Festival	5/29/25 - 5/30/25
Joseph Truini	Hershey Park - Music in the Parks Festival	5/29/25 - 5/30/25
Brian J. Willis	Hershey Park - Music in the Parks Festival	5/29/25 - 5/30/25
Carol J. Burtnick	Hershey Park - Music in the Parks Festival	5/29/25 - 5/30/25

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

**10. 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 members to serve as chaperones for the following Cedar Drive Middle School events during the 2024-2025 school year, at an amount not to exceed \$160 for each staff member, as indicated below:

Name	Event	Date
Jeffrey Brown	American Youth Voices Concert	6/3/25
Carol J. Burtnick	American Youth Voices Concert	6/3/25
Karin Londono	American Youth Voices Concert	6/3/25
Krystyna Hubbard	American Youth Voices Concert	6/3/25

Dolores Pollak	American Youth Voices Concert	6/3/25
Carrie Sullivan	American Youth Voices Concert	6/3/25

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

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

BE IT RESOLVED that the Colts Neck Township Board of Education approve the appointment of the following individuals 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
Heather Malcolm	Substitute Teacher
Susan Gara Fischer	Substitute Teacher

**12. EMPLOYMENT: LONG-TERM SUBSTITUTE TEACHER 2024-2025 SCHOOL YEAR**

BE IT RESOLVED that the Colts Neck Township Board of Education approve the following individual as a Long-Term Substitute Teacher during the 2024-2025 school year, as indicated below:

Name	Position/Location/ Account No.	Effective Dates	Salary
*Susan Garra Fischer (Replacing AnnaRita DiMeo-Dragonetti, who is on a leave of absence)	Long-Term Substitute Teacher/Cedar Drive Middle School/ (a/c #11-130-100-101-030-100-1)	04/28/25 – 6/20/25	\$245 Per Day

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

**13. RESCINDED MEDICAL DISABILITY LEAVE 2024-2025 SCHOOL YEAR**

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

Effective Dates	Leave Type
5/8/25 - 6/24/25	Medical Disability - FMLA – Paid with healthcare benefits (using sick and personnel 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)

**14. AMENDED EMPLOYMENT: INSTRUCTIONAL ASSISTANT 2024-2025 SCHOOL YEAR**

BE IT RESOLVED that the Colts Neck Township Board of Education recommends approval of the amending of the resolution adopted at the March 19, 2025 Regular Meeting for the employment of the following individual for the 2024-2025 school year, as indicated below:

Name/Position/Location	Effective Dates From	Effective Dates To
Mariana Raffone/Instructional Assistant/Conover Road Primary School	4/1/25 - 6/30/25	4/25/25 - 6/30/25

**15. MEDICAL DISABILITY LEAVE 2024-2025 SCHOOL YEAR**

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

Name/Position/ Location	Effective Dates	Medical Disability Leave
Christine Doran/Physical Therapist/Conover Road Elementary School	4/22/25 - 6/30/25	FMLA – Intermittent Leave Paid with healthcare benefits (using sick days from 4/22/25 through 6/30/25)
Carin Beyer/Instructional Assistant/Conover Road Primary School	3/28/25 - 4/4/25	FMLA – Intermittent Leave Paid with healthcare benefits (using sick days from 3/28/25 through 4/4/25)

**16. 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
Niamh Cassidy	Science Expo	5/1/25
Nicole Nigro	Science Expo	5/1/25
Kayla Diorio	Science Expo	5/1/25
Jordan Farley	Science Expo	5/1/25

(a/c # 11-401-100-100-050-100-0)

**17. 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 a student #20261081 participating in the Cedar Drive Middle School Jewelry Club after school program, for each session to run ninety (90) minutes, as indicated below:

Name/Location	Step/ Hourly rate	Total Amount Per Session	Number of Sessions	Total Amount Not to Exceed
Andrea Miller	19/\$23.14	\$34.71	6	\$208.26

**DISCUSSION:**

**ROLL CALL VOTE**

PERSONNEL ITEMS #s 1 - 17	
MOVED BY	Phyllis Camera
SECONDED BY	Kevin Walsh
YES	Phyllis Camera, Sara Horowitz, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta (#s 1, 6 thru 17) Robert Scales, Brian Scarpa, Angelique Volpe and Kevin Walsh
NO	None
RECUSE	Vincent Rugnetta (#s 2 thru 5)

**COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS**

None

**NEW BUSINESS/WORK SESSION AGENDA**

**ADJOURNMENT**

At approximately 7:41 pm, it was moved by Vincent Rugnetta, seconded by Kevin Walsh and carried on a unanimous roll call vote to adjourn the meeting.

Yes: Phyllis Camera, Sara Horowitz, Jason Orrico, Jessica Ramirez (remote), 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 March 31, 2025
Attachment # C-1	Reimbursable Expenses
Attachment # F-1	Transfers for the Month of February 2025
Attachment # F-2	Board Secretary's Report as of February 28, 2025
Attachment # F-3	Treasurer's Report as of February 28, 2025
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

<b>BOARD MEETINGS*</b>			
May 7, 2025	July 9, 2025	September 3, 2025	November 5, 2025
May 21, 2025	July 23, 2025	September 17, 2025	November 19, 2025
June 4, 2025 @CRPS	August 6, 2025	October 7, 2025	December 3, 2025
June 18, 2025	August 20, 2025	October 15, 2025	December 17, 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.

<b>2025</b>		
Thursday	May 22	Short Session Day for Students Full Day for Staff with In-Service After Student Dismissal
Friday	May 23	Schools/Central Office Closed
Monday	May 26	Memorial Day - Schools/Central Office Closed
Wednesday	June 18	Short Session Day for Students / Full Day for Staff
Wednesday	June 18	Cedar Drive Middle School Graduation
Thursday	June 19	Short Session Day for Students / Full Day for Staff
Friday	June 20	Last Day of School - Short Session Day for Students and Staff

Respectfully Submitted,

*Vincent S. Marasco*

Vincent S. Marasco

School Business Administrator/Board Secretary