

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 15, 2023**, at 7:00 p.m. in the Board Room of the Administration Building at 70 Conover Road, Colts Neck, New Jersey 07722

2023-2024 Colts Neck Township Schools District Goals

STUDENT ACHIEVEMENT - To implement supplemental intervention programs designed specifically to target areas of student performance in language arts and mathematics for the purpose of yielding results on 2024 Spring NJSLA that restore all tested grade level scores to 2019 pre-pandemic scores or above.

COMMUNITY & COMMUNICATIONS - Design and coordinate opportunities for the district to interact and communicate with parents and the community at large for purposes of enhancing the district's public relations and parent engagement.

FACILITIES: Continue efforts to provide additional outdoor and indoor spaces to support student learning and the overall development of the whole child.

STAFF ENGAGEMENT: Increase and enhance opportunities for staff to participate and contribute to decisions directly impacting them and their work environment.

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 Tormey called the meeting to order at 7:03pm. Approximately nine (9) members of the public and three (3) staff members were present.

ROLL CALL

ROLL CALL

Board Members Present: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Heather Tormey

Board Members Absent: Jessica Ramirez, Andrew Rytter and Kevin O'Connor

LEGAL NOTICE OF MEETING

LEGAL NOTICE

Pursuant to the Open Public Meetings Act, Chapter 231, this meeting has been duly advertised in the Asbury Park Press in a schedule of meetings dated January 19, 2023 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 Tormey led the Flag Salute and Brenna Dillon read the Mission Statement.

APPROVAL OF MINUTES

APPROVAL OF MINUTES

None

PRESENTATION

None

COMMUNICATIONS

COMMUNICATIONS

None

REPORT OF PRESIDENT – Mrs. Heather Tormey

PRESIDENT'S REPORT

Heather Tormey reported:

- Recognized that November 15th is Education Support Professionals Day. On behalf of the Board of Education, Mrs. Tormey extended sincere gratitude to the long list of professionals (administrative assistants, classroom aides, cafeteria workers, maintenance workers, and bus drivers) who keep Colts Neck schools running efficiently. She noted their daily contributions help make Colts Neck Township Public Schools exceptional for every child, so they can be safe, learn, grow, and achieve.
- The district held a Veterans' Day program on November 8th that engaged staff and students at all three schools as they recognized and honored local veterans, many of whom are related to our students or staff. The primary and elementary schools welcomed 29 veterans and attendees got to see a demonstration by the drill team from the award-winning and nationally recognized CNHS ROTC Program. Cedar Drive also hosted the ROTC unit for a demonstration, and a special group of veterans and their family members joined the celebration. This effort was coordinated through the efforts of district staff and their partnership with Colts Neck Township Recreation.
- The district held its second Parent Academy on November 2nd which highlighted the High School exploration process.
- Mrs. Tormey noted there is a Parent Academy session taking place tomorrow evening entitled "Count on Lit", with district Literacy Coach, Lysa Cook and Math Coach, Tina Kennis, from 7:00pm - 8:00pm at the Administration Building. Mrs. Cook and Ms. Kennis will share resources to help parents and caregivers of students in grades K-5 become full partners in their child's education. Signup can be found on the district website.
- Mrs. Tormey shared that Conover Road Elementary School and Cedar Drive Middle School were recognized in the US News Best Elementary and Middle Schools rankings, landing among the top 40% in the State. While the district remains committed to working towards further progress and growth for our students, the district is excited to celebrate this recognition.
- The Chorus program will be participating in the Colts Neck Tree Lighting on December 2nd at Town Hall, beginning at 4:30 pm. Mrs. Tormey thanked the music teachers for participating in this event along with our students.
- Mrs. Tormey shared that students at Conover Road Elementary School and Conover Road Primary School will be enjoying new, flexible seating as a result of the PTO Legacy Grant,. The flexible seating is for numerous classrooms and common areas; and teachers can designate times for students to utilize this new seating as another way to create unique spaces for students to learn and collaborate in their classrooms and schools.
- On November 2nd, Cedar Drive Middle School teacher Mr. Coe hosted a gathering for students to interact with professional women in STEM related fields

such as Oncology from Johnson and Johnson, a PhD student in Archaeological Anthropology from NYU, a PhD student studying reproductive energetics in primates from NYU, the Chief of Pediatric Advanced Care at K Hovnanian Children's Hospital, an advanced practice nurse / Medical Director of the Regional Newborn Center at Monmouth Medical and a licensed psychologist specializing in children and young adults. Each of the highly accomplished women gave their time to our students, contributing to a wonderful learning experience. Mrs. Tormey thanked Mr. Coe for his continued efforts in providing students with STEM related learning experiences and professionals.

- Mrs. Tormey encouraged the community to come together in support of helping the Wilcox family. On December 5th from 6-9pm, Colts Neck will be hosting 'Rockin Hearts for Brady' with music by Colts Neck's own Mr. Willis. Attendees can purchase raffle tickets and 50/50 tickets. For additional information including how to make a contribution, you may contact Brian Veisz. Additionally, on December 14th from 3:30-7:45pm, Conover Road Elementary School will host a blood drive for transfusions that Brady and others rely on. An opportunity to determine if you are a bone marrow donor match is also available at this event.

Board Member Jessica Ramirez entered the meeting at approximately 7:08 p.m.

COMMITTEE REPORTS

COMMITTEE REPORTS

Buildings & Grounds/Safety & Security Committee:

Chairperson: Tracy Kramer

Committee Members: Kevin O'Connor, John Camera, Brenna Dillon

Administrator: Vincent Marasco

- Tracy Kramer reported that the committee has not met since the last meeting.
- The next meeting is scheduled for November 20th.

Communications Committee:

Chairperson: Amy Dimes

Committee Members: Heather Tormey, John Camera

Administrator: Philip J. Capasso III

- Amy Dimes reported that the committee has not met since the last meeting.
- The next meeting is TBD.

Curriculum Committee:

Chairperson: Heather Tormey

Committee Members: Amy Dimes, Brenna Dillon

Administrator: Dr. Erica Reynolds

- Heather Tormey reported that the committee has not met since the last meeting.
- The next meeting is TBD.

Finance/Negotiations Committee:

Chairperson: Kevin O'Connor
Committee Members: Tracy Kramer, Alison DeNoia
Administrator: Vincent Marasco

- Alison DeNoia reported that the committee met this morning.
- The committee discussed the ESIP financing which closed in October; funds are in escrow and the project is now moving forward.
- Discussed Request for Proposal (RFP) for various professional services and the timelines for same. Mr. Marasco reviewed the processes to procure professional services for the committee. Additional discussion is required.
- Mr. Marasco updated the committee on Federal Impact Aid.
- The committee reviewed the status of the audit; fieldwork is complete. It is anticipated that the auditor will be meeting with the Committee sometime in December.

John Camera inquired if the Committee has recommended that the Business Administrator begin the process of going out to RFP for certain professional services. Mrs. Kramer and Mrs. DeNoia responded to Mr. Camera's inquiry, noting that the committee is in the process of reviewing the list of professional services and deciding which to move forward with and the timeline. It was also noted that there is no requirement for the Board to get formal approval to direct the Business Administrator to administer an RFP process. Discussion continued amongst members of the Board.

John Camera made a formal Motion that the Board direct the Business Administrator to go out for RFPs for board attorney, auditor, financial advisors and insurance brokers for both health and commercial insurance. Jessica Ramirez seconded the Motion.

Yes: John Camera and Jessica Ramirez

No: Alision DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Heather Tormey

Absent: Andrew Rytter and Kevin O'Connor

Mr. Marasco noted that the Motion did not pass.

Policy Committee:

Chairperson: Alison DeNoia
Committee Members: Jessica Ramirez, Andrew Rytter
Administrator: Dr. MaryJane Garibay

- Alison DeNoia reported that the committee is abolishing several policies this evening; these policies were replaced as per Strauss Esmay.
- The next meeting is scheduled for Monday.

Advocacy & Government Relations Committee:

Chairperson: Brenna Dillon
Committee Members: Alison DeNoia, Jessica Ramirez, Andrew Rytter
Co-Administrators: Dr. MaryJane Garibay and Dr. Richard Beck

- Brenna Dillon reported that the committee has not met; however they have been communicating through email.
- Scheduled the next two (2) Parent Advisory Committee meetings; The Whole Child, November 27th at 10am and 7pm and Parent Engagement in School Climate, November 28th 9:30am and 7pm.

Board Member Liaisons:

Amy Dimes - Colts Neck PTO

- December 2nd is Frosty’s at Conover Road Primary School from 9am - 1pm.
- December 19th is the next PTO General Meeting.
- March 21st is the Annual Spring Gala.
- Encouraged anyone between the ages of 18-40 to get swabbed.

Heather Tormey - Colts Neck Township Committee

- Santa Claus mailboxes for children are available Dec.1-21 at Town Hall and the post office.
- Tree lighting ceremony is on December 2nd at 4:30pm. School chorus and band will be participating.

Alison DeNoia - Colts Neck Township Senior Citizens

- No Report from Seniors.
- Reminder: Lions Club Breakfast is scheduled for December 2nd at the Community Church on Merchants Way.

State & County School Boards Association Representative:

Alison DeNoia - The next County meeting is December 7th.

SUPERINTENDENT’S REPORT

No Report due to Dr. Garibay’s absence.

INFORMATION ITEMS

1. The Superintendent’s Report on Enrollment, Fire/Security Drills and Student Suspensions for the 2023-2024 School Year, as of October 31, 2023. ([Attachment # S-1](#))
2. The Superintendent will report on investigations of incidents of harassment, intimidation and bullying (“HIB”) occurring during the following period:

SUPERINTENDENT’S
REPORT

SUPERINTENDENT’S
REPORT ON
INVESTIGATIONS OF
HIB INCIDENTS

	Number of Investigations	Number of Incidents HIB
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Period	Reported	Was Found to Occur
10/16/23 - 10/31/23	1	1

COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

Danielle Alpaugh, 4 Carriage Hill Drive - thanked all of the BOE candidates; noted she is hopeful that once the new board members are sworn in they will find a way to work with the rest of the board in support of all of our students, our faculty, our administrators, and our community members, by putting aside their political agenda and upholding the Oath to which they will swear. She further commented that should new Board members fail to uphold their Oaths, there is a community of people who will work to provide support to staff, teachers and administrators in order to preserve the integrity, excellence and financial security of the district.

ACTION ITEMS

1. It was moved by Alison DeNoia, seconded by John Camera and carried on a unanimous roll call vote to approve the acceptance that there is no Superintendent's Action for HIB/Non-HIB investigations, as reported at its meeting of November 1, 2023, for the period commencing October 1, 2023 through October 15, 2023 wherein no incidents were reported.

ACKNOWLEDGMENT
OF NO ACTION BY
SUPERINTENDENT

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

2. It was moved by Alison DeNoia, seconded by John Camera and carried on a unanimous roll call vote to approve the following field trips, as indicated below:

FIELD TRIPS

Participants/Location	Trip / Location	Date
Band & Chorus students Grade 6-8/ Cedar Drive Middle School	Performance for CRES students and staff/Conover Road Elementary School	12/20/23
Band & Chorus students Grade 6-8/ Cedar Drive Middle School	Music in the Parks Festival/Hershey, PA	5/30/24 5/31/24
Grade 2 students/ Conover Road Primary School	Algonquin Arts Theater/Manasquan, NJ	5/22/24
Grade 8 students/ Cedar Drive Middle School	Frogbridge Day Camp/Millstone, NJ	6/10/24

Grade 8 students/ Cedar Drive Middle School	Holiday Express Warehouse/Eatontown, NJ	11/27/23
Grade 6,7,& 8 students/ Cedar Drive Middle School	Fulfill NJ/ Neptune, NJ	12/6/23
Conover Road Elementary School (CRES) Choir	Colts Neck Township Annual Holiday Tree Lighting Performance	12/2/23

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

BUILDINGS AND GROUNDS/SAFETY AND SECURITY

None

CURRICULUM

1. It was moved by Amy Dimes, seconded by Tracy Kramer and carried on a unanimous roll call vote to approve the reimbursable expenses in accordance with Policy #6471/Regulation #6471. ([Attachment # C-1](#))
2. It was moved by Amy Dimes, seconded by Tracy Kramer and carried on a unanimous roll call vote to approve the adoption of the district and schools' Professional Development ("PDP") Plans 2023-2024 school year, which are on file in the office of Curriculum and Instruction.

REIMBURSABLE
EXPENSES

ADOPTION OF
2023-2024
SCHOOL YEAR
DISTRICT AND
SCHOOL
PROFESSIONAL
DEVELOPMENT
PLANS

2023-2024	District Professional Development Plan
2023-2024	Conover Road Primary School Professional Development Plan
2023-2024	Conover Road Elementary School Professional Development Plan
2023-2024	Cedar Drive Middle School Professional Development Plan

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

FINANCE

1. It was moved by Alison DeNoia, seconded by Brenna Dillon and carried on a

BILL LIST
FOOD SERVICE

unanimous roll call vote to approve the Bill List dated November 15, 2023 in the amount of \$3,242,484.64 and Food Service payments in the amount of \$46,717.33. PAYMENTS

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

2. It was moved by Alison DeNoia, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the Food Service Financial Report for the month of September, 2023.
- FOOD SERVICE
FINANCIAL REPORT

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

3. It was moved by Alison DeNoia, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the following resolution:
- COMPREHENSIVE
MAINTENANCE PLAN

WHEREAS, the Department of Education requires New Jersey school districts to submit a Comprehensive Maintenance Plan Report and M-1 form documenting “required” maintenance activities for each of its public school facilities for the following periods;

Actual FY 2022-23
Current FY 2023-24
Planned FY 2024-25

WHEREAS, the required maintenance activities as listed in the documents for the various school facilities of the Colts Neck Township School District are consistent with these requirements;

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid;

NOW, THEREFORE, BE IT RESOLVED, that the Colts Neck Township School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan Report and M-1 form for the Colts Neck Township School District in compliance with the Department of Education requirements, which is on file in the Office of the Business Administrator.

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

4. It was moved by Alison DeNoia, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the amendment of the resolution adopted at the October 18, 2023 Regular Meeting approving a contract between the Colts Neck Township School District and Therapy Coaches in Motion, LLC., 934 Ocean Avenue, Sea Bright, NJ 07760, to provide occupational therapy services, on a consultant basis for the 2023-24 school year, from ten (10) hours a week to eleven (11) hours a week, at an hourly rate of \$90, as indicated below:

AMENDED
RESOLUTION -
PROFESSIONAL
SERVICES:
OCCUPATIONAL
THERAPY SERVICES
(THERAPY COACHES
IN MOTION, LLC) -
2023-24 SCHOOL
YEAR

Period From	Period To	Not to Exceed From	Not to Exceed To
September 1, 2023 through November 12, 2023	September 1, 2023 through December 3, 2023	\$9,000	\$11,970

(Account No. 11-000-216-320-060)

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

POLICY

1. It was moved by Tracy Kramer, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the abolishment of the following policies and regulations in accordance with Bylaw 0131, as indicated below:

ABOLISHMENT OF
POLICIES AND
REGULATIONS

P1524 - School School Leadership Councils
P3432 - Sick Leave
R3432 - Sick Leave
P4432 - Sick Leave
R4432 - Sick Leave

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

NEGOTIATIONS

None

TRANSPORTATION

None

PERSONNEL

1. It was moved by Brenna Dillon, seconded by Jessica Ramirez and carried on a unanimous roll call vote to approve the employment of the following individual for the 2023-2024 school year, as indicated below:

EMPLOYMENT:
KINDERGARTEN
INSTRUCTIONAL
ASSISTANT
2023-2024
SCHOOL YEAR

Name	Position/Location/ Account No.	Effective Dates	Hours/Number of Days/Step/Hourly Rate/Salary
*Christian Stacey (Replacing Robyn Chabarek, who resigned)	Kindergarten Instructional Assistant/ Conover Road Primary School/ (11-110-100-106-060)	12/4/23 – 6/30/24	5.75 Hours Daily 184 Days Step 6 \$21.68 Per Hour \$22,937 Per Annum *Prorated

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

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

2. It was moved by Brenna Dillon, seconded by Jessica Ramirez and carried on a unanimous roll call vote to approve the granting of eight (8) days from the Colts Neck Township Education Association ("CNTEA") Sick Leave Bank to Kerilyn O'Hare, Teacher at Conover Road Primary School, for her absences commencing 11/18/23 through 12/1/23.

CNTEA SICK LEAVE
BANK REQUEST

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

3. It was moved by Brenna Dillon, seconded by Jessica Ramirez and carried on a unanimous roll call vote to approve the amendment to the medical disability leave, adopted at the September 20, 2023 Regular Meeting, for Kerilyn O'Hare, Teacher at Conover Road Primary School, during the 2023-2024 school year, as indicated below:

AMENDED MEDICAL
DISABILITY LEAVE
2023-2024 SCHOOL
YEAR

From	To
9/1/23 - 11/17/23	9/1/23 - 12/1/23
<ul style="list-style-type: none">FMLA – Paid with healthcare benefits (Using sick and personal days from 9/1/23 through 9/29/23 (.5 day))FMLA - Unpaid with healthcare benefits (9/29/23 (.5 day) through 10/17/23)FMLA - Paid With healthcare benefits (using 21 CNTEA sick bank days 10/18/23 through 11/17/23)	<ul style="list-style-type: none">FMLA – paid with healthcare benefits (Using sick and personal days from 9/1/23 through 9/29/23 (.5 day))FMLA - unpaid with healthcare benefits (9/29/23 (.5 day) through 10/17/23)FMLA - paid with healthcare benefits (using 21 CNTEA sick bank days 10/18/23 through 11/17/23)FMLA - paid with healthcare benefits (using 8 CNTEA sick bank days 11/18/23 through 11/24/23)NON- FMLA - paid with healthcare benefits 11/25/23 through 12/1/23)

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

4. It was moved by Brenna Dillon, seconded by Jessica Ramirez and carried on a unanimous roll call vote to approve the amendment to the employment of the following individual as a Long-Term Substitute Teacher adopted at the September 6, 2023 Regular Meeting,during the 2023-2024 school year, as indicated below:

AMENDED
EMPLOYMENT:
LONG-TERM
SUBSTITUTE
TEACHER
2023-2024 SCHOOL
YEAR

Name	Position/Location/ Account No.	Effective Dates From	Effective Dates To	Salary
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Christian Stacey (Replacing Kerilyn O'Hare, who is on a leave of absence)	Long-Term Substitute Teacher (11-216-100-101-060)	9/6/23 – 11/17/23	9/6/23 – 12/1/23	\$245 Per Day
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Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

5. It was moved by Brenna Dillon, seconded by Jessica Ramirez and carried on a unanimous roll call vote to approve the amendment to the family care leave, adopted at the October 4, 2023 Regular Meeting, for Michelle Gunnell, Teacher at Conover Road Elementary School during the 2023-2024 school year as indicated below:

AMENDED FAMILY
CARE LEAVE:
2023-2024 SCHOOL
YEAR

Effective Dates From	Effective Dates To	Familycare Leave
9/22/23 – 11/21/23	9/22/23 – 12/14/23	FMLA – Unpaid With Healthcare Benefits

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

6. It was moved by Brenna Dillon, seconded by Jessica Ramirez and carried on a unanimous roll call vote to approve the amendment adopted at the October 4, 2023 Regular Meeting, of the employment of the following individual as a Long-Term Substitute Teacher during the 2023-2024 school year, as indicated below:

AMENDED
EMPLOYMENT:
LONG-TERM
SUBSTITUTE
TEACHER
2023-2024 SCHOOL
YEAR

Name	Position/Location/ Account No.	Effective Dates From	Effective Dates To	Salary
Jean D'Urso (Replacing Michelle Gunnell, who is on a leave of absence)	Long-Term Substitute Teacher/Conover Road Elementary School (11-120-100-101-050)	9/26/23 – 11/21/23	9/26/23 – 12/14/23	\$245 Per Day

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Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

7. It was moved by Brenna Dillon, seconded by Jessica Ramirez and carried on a unanimous roll call vote to approve the appointment of the following staff members to serve as chaperones for the following Cedar Drive Middle School events during the 2023-2024 school year, at an amount not to exceed \$80 for each staff member, as indicated below:

CEDAR DRIVE
MIDDLE SCHOOL
CHAPERONES
2023-2024 SCHOOL
YEAR

Name	Event	Date
Tatiana Burgos Kathleen Godlesky Christine Henbest Anthony Higuieruela Joseph Truisi	School Dance	12/7/23
Christine Bakos Cheryl Chandler Karin Londono Dolores Pollak Carrie Sullivan Brian J. Willis	Winter Concert Chaperone	12/14/23

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

8. It was moved by Brenna Dillon, seconded by Jessica Ramirez and carried on a unanimous roll call vote to approve the following individuals to serve as a volunteer assistant for the Wrestling team and Basketball team at Cedar Drive Middle School during the 2023-2024 school year, as indicated below:

VOLUNTEER
ASSISTANT:
2023-2024 SCHOOL
YEAR

Volunteer	
*Michael Esposito	Basketball assistant
*Jonathan Graves	Wrestling assistant

*Pending completion of School Volunteer Training

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer,

Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

9. It was moved by Brenna Dillon, seconded by Jessica Ramirez and carried on a unanimous roll call vote to approve the employment of the following individual for the 2023-2024 school year, as indicated below:

EMPLOYMENT:
LUNCH-RECESS
AIDE
2023-2024 SCHOOL
YEAR

Name	Position/Location/ Account No.	Effective Dates	Hours/Number of Days/Step/Hourly Rate/Salary
* Catherine Malabanan (Replacing Christine Tesorio, who was reassigned)	Lunch-Recess Aide/ Conover Road Elementary School (11-000-262-107-000)	12/1/23 – 6/30/24	2.5 Hours Daily 173 Days Step 9 \$15.52 Per Hour \$6,712 Per Annum *Prorated

* Pending criminal history review and receipt of prior employment verification

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

10. It was moved by Brenna Dillon, seconded by Jessica Ramirez and carried on a unanimous roll call vote to approve the employment of the following individual for the 2023-2024 school year, as indicated below:

EMPLOYMENT:
INSTRUCTIONAL
ASSISTANT
2023-2024 SCHOOL
YEAR

Name	Position/Location/ Account No.	Effective Dates	Hours/Number of Days/Step/Hourly Rate/Salary
* Taylor Mistretta (Replacing (Marianne Forte)	1:1 Instructional Assistant/Conover Road Primary School (11-000-217-106-060)	12/1/23 – 6/30/24	6.75 Hours Daily 184 Days Step 1 \$15.00 Per Hour \$ 18,630 Per Annum *Prorated

* Pending criminal history review and receipt of prior employment verification

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer,

Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

11. It was moved by Brenna Dillon, seconded by Jessica Ramirez and carried on a unanimous roll call vote to approve the medical disability leave for the following staff member during the 2023-2024 school year, as indicated below:

MEDICAL DISABILITY
LEAVE
2023-2024 SCHOOL
YEAR

Name/Position/ Location	Effective Dates	Medical Disability Leave
Diane Ehrhardt/ Teacher/ Conover Road Primary School	11/16/23 - 12/1/23	FMLA – paid with healthcare benefits (using sick days from 11/16/23 through 12/1/23)

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

12. It was moved by Brenna Dillon, seconded by Jessica Ramirez and carried on a unanimous roll call vote to approve the appointment of the following staff members to serve as chaperones for the following Conover Road Elementary School event during the 2023-2024 school year, at an amount not to exceed \$80 for each staff member, as indicated below:

CONOVER ROAD
ELEMENTARY
SCHOOL
CHAPERONES
2023-2024 SCHOOL
YEAR

Name/Location	Event	Date
Brian J. Willis/ Conover Road Elementary School	CRES Choir at the Colts Neck Township Tree Lighting	12/2/23
Krystyna Hubbard/ Cedar Drive Middle School	CRES Choir at the Colts Neck Township Tree Lighting	12/2/23

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

13. It was moved by Brenna Dillon, seconded by Jessica Ramirez and carried on a unanimous roll call vote to approve the Conover Road Elementary School students participating in the CRES Choir, and under the direction of district-approved

COLTS NECK
TOWNSHIP ANNUAL
HOLIDAY TREE
LIGHTING CEREMONY

chaperones, Brian J. Willis and Krystyna Hubbard, to perform at the Colts Neck Township Annual Holiday Tree Lighting Ceremony on Saturday, December 2, 2023 at Colts Neck Town Hall, located at 3 Veterans Way, Colts Neck, New Jersey 07722.

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

NEW BUSINESS/WORK SESSION AGENDA

John Camera read from a prepared statement - He congratulated the four (4) winning candidates for their successful campaign to become members of the Board of Education. He stated he is looking forward to working with each new member and commended them on running a campaign which focused on their positions and the actions of the Board. He further stated that it was refreshing for him to witness their campaign free of personal attacks on anyone.

Mr. Camera read that he was disappointed to see the CNTEA endorse candidates and that those candidates that received the endorsement as well as the CNTEA touted this as "remarkable" because it had never been done before. He read that it is his belief that it was never done before for good reason and hopefully it will never be done again.

Mr. Camera continued reading, noting that as of January 1, 2024 six (6) of the nine (9) members of the board will have been elected under the banner of Colts Kids First ("CKF"). All six of the CKF candidates for office participated in what they had thought was a fair and unbiased 'Meet the Candidates Night' hosted by the CNTEA. The CNTEA then decided to endorse candidates in a small town in an attempt to influence the outcome of the election. Whether the endorsed candidates had won, or lost, the election is irrelevant. Mr. Camera noted that in either case, the CNTEA has damaged any opportunity to continue to have the type of relationship they should have with the Board of Education, which has direct influence over the terms and conditions of their employment.

Mr. Camera concluded his statement by reading that he is hopeful at some point there is an Executive Board of the CNTEA who recognizes the error of the current Executive Board and corrects this grave mistake going forward.

President Tormey then responded to Mr. Camera's statement, remarking that his comments sounded like a threat. Other members of the Board commented as well, and there was discussion amongst Mr. Camera and Board members regarding their opinions on the subject of his comments.

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

At approximately 7:52 p.m President Tormey announced that the Board would move into Executive Session for approximately fifteen (15) minutes to discuss Legal matters related to a special education case. She further announced that no action would be taken afterwards and articulated that Executive discussion may be disclosed upon future resolution.

It was moved by Alison DeNoia, seconded by Jessica Ramirez and carried on a unanimous roll call vote in the affirmative to move into Executive session.

ADJOURNMENT

At approximately 8:08 p.m., it was moved by Brenna Dillon, seconded by Alison DeNoia and carried on a unanimous roll call vote to adjourn the meeting.

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez and Heather Tormey

No: None

Absent: Andrew Rytter and Kevin O'Connor

REFERENCE SHEET	
Attachment # S-1	Enrollment, Fire/Security Drills and Student Suspensions as of October 31, 2023
Attachment # C-1	Reimbursable Expenses

BOARD MEETINGS*	
November 15, 2023	December 13, 2023 @ 6 PM
January 3, 2024 @ 6:00 p.m. (Organization Meeting)	

* All Regular Board Meetings will be held at 7:00 p.m. in the Board Room of the Administration Building unless otherwise noted and advertised.

2023		
Wednesday	November 22	Short Session Day for Students and Staff
Thursday-Friday	November 23-24	Thanksgiving Recess – Schools/Central Office Closed
Friday	December 22	Short Session Day for Students & Staff (Winter Recess Begins at the End of Day)
Monday - Friday	December 25-29	Winter Recess – Schools/Central Office Closed
2024		
Monday	January 1	Winter Recess - Schools/Central Office Closed
Tuesday	January 2	Schools Reopen for Students and Staff
Monday	January 15	Martin L. King's Birthday – Schools Closed for Students Professional Development Day – Full Day for Staff

Thursday	February 15	Short Session Day for Students Full Day for Staff with In-Service After Student Dismissal
Friday - Monday	February 16-19	Presidents' Weekend – Schools/Central Office Closed
Wednesday	February 28	Short Session Day – Parent/Teacher Conferences (Afternoon)
Thursday	February 29	Short Session Day – Parent/Teacher Conferences (Afternoon & Evening)
Friday	March 1	Short Session Day for Students & Staff
Thursday	March 28	Short Session Day - Students & Staff
Friday - Friday	March 29 - April 5	Spring Recess – Schools/Central Office Closed
Monday	April 8	Schools Reopen
Monday - Tuesday	April 22-23	Passover - Schools/Central Office Closed
Friday	May 24	Short Session Day for Students Full Day for Staff with In-Service After Student Dismissal
Monday	May 27	Memorial Day - Schools/Central Office Closed
Thursday	June 20	Short Session Day for Students Full Day for Staff
Friday	June 21	Last Day of School Short Session Day for Students & Staff CDMS Graduation TBD

Respectfully Submitted,

Vincent S. Marasco

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School Business Administrator/Board Secretary