

**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.*

**COLTS NECK BOARD OF EDUCATION GOALS**  
**2021-2022 SCHOOL YEAR**

- *FACILITIES: Develop a funding strategy plan for capital improvement projects as outlined in the Long-Range Facilities Plan.*
- *COMMUNICATIONS: Develop a District communications plan to establish positive partnerships within the community and promote district initiatives.*
- *STUDENT ACHIEVEMENT: Evaluate student success and standards in relationship to Curriculum, in a systematic and consistent manner, while taking into consideration costs and other factors in developing programs that are effective for the district.*
- *LONG-RANGE DISTRICT PLANNING: Complete the District Strategic Plan initiated in the 2019-2020 academic year.*
- *BOARD OPERATIONS: Review the current committee structure and develop a process to streamline the work and time commitment for board members.*
- *TECHNOLOGY: The board and administration will work together to establish a multi-year Technology Plan to best meet the needs of the district.*

**COLTS NECK SCHOOL DISTRICT GOALS**  
**2022-2023 SCHOOL YEAR**

- *ACADEMIC: Develop and implement targeted action plans to increase percentages of students “meeting” and/or “exceeding” grade-level standards in mathematics and language arts.*
- *OPERATIONS: Implementation of the Strategic Plan - The district will complete all activities identified for year 1 (22-23) in Action Plans.*
- *WELLNESS: Increase identification of SEL needs, specifically in the areas of students’ perceptions of school and perceptions of selves as learners while increasing district-wide provisions of counseling and/or mental health supports.*
- *FACILITIES: Identify and pursue supplemental funding for Capital Projects directly related to indoor air quality and HVAC improvements.*
- *COMMUNICATIONS: Foster meaningful, strong relationships with parents/guardians and community stakeholders by increasing communications from the district and facilitating opportunities for both parent/guardians and stakeholder engagement.*

**Minutes:** For the Meeting of the Board of Education, **July 19, 2023**, at 7:00 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**

Heather Tormey called the meeting to order at approximately 7:02 p.m.

## **ROLL CALL**

ROLL CALL

Board Members Present: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

Board Members Absent: John Camera and Jessica Ramirez

## **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

Heather Tormey led the Flag Salute.

## **APPROVAL OF MINUTES**

APPROVAL OF  
MINUTES

1. It was moved by Alison DeNoia, seconded by Kevin O'Connor and carried on a unanimous roll all vote to approve the Board minutes of the following Meetings:

| Meeting   |
|---|
| May 24, 2023 Reorganization and Regular Meeting Minutes |

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

Absent: John Camera and Jessica Ramirez

## PRESENTATION

PRESENTATION

None

## COMMUNICATIONS ([Attachment # CM-1](#)) ([Attachment # CM-2](#))

COMMUNICATIONS

| Date    | From                  | To                 | Subject   |
|---------|-----------------------|--------------------|---|
| 6/29/23 | Jodi Picarello Frunzi | Board of Education | Complaint filed with attorney general regarding the suing of three NJ school districts over Policy 5756 |

## REPORT OF PRESIDENT – Mrs. Heather Tormey

PRESIDENT'S  
REPORT

President Tormey reported:

- Hope everyone is having a fabulous summer.
- Thrilled to see that the Summer Bridge is going very well.

## 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 met and continued discussions regarding the ESIP. After review by both the Buildings & Grounds Committee and the Finance Committee it was decided that the cooling solutions will be added to the ESIP, with the utilization of Board reserved funds to complete the project.
- The next meeting is TBD.

Communications Committee:

Chairperson: Amy Dimes  
Committee Members: Heather Tormey, John Camera  
Administrator: Philip J. Capasso III

- Amy Dimes reported that the committee met last week.
- Continued discussions regarding the posting of the recordings of the Board meetings; recommendation of the committee to continue to move forward with the posting of the recordings of the meetings, which seems to be working well. Committee is looking into seeing the traffic on the website viewing the recordings.
- Working on the Parent Advisory Committee.
- Discussed some tentative dates for the coffee chats for the 2023-24 SY and potential conversation points.

Curriculum Committee:

Chairperson: Heather Tormey  
Committee Members: Amy Dimes, Brenna Dillon  
Administrator: Dr. Erica Reynolds

- No Report
- The next meeting is scheduled for August 8th.

Finance/Negotiations Committee:

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

- Kevin O'Connor reported that the committee met on July 19th.
- Main topic was the ESIP; final recommendation is a full expansion of cooling for the unit ventilators at both CDMS and CRES. The ESIP includes a Solar PPA component. From a budget perspective it will be tight; the district will be using a substantial amount of reserve funds for the project.
- Noted on the agenda this evening is the MOU (Memorandum of Understanding) with the TWU (Transportation Workers Union).

Heather Tormey commented that the Board achieving a position to expand HVAC at all three schools is a testament to the work of the committee. It is also a culmination of eight (8) years of work by Board members who are no longer serving on the Board; she thanked those Board members. She further commented that she hopes that the constituents can see that the Board is hearing what they are saying and putting their efforts where they are needed.

Policy Committee:

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

- Noted the many policies & regulations on the agenda this evening for a 1st reading. At the request of a Board member, R0155 - Board Committees was sent back to the committee for minor revisions and is back on the list for a 1st reading.
- Also noted that the abolishment of the Job Description for the Assistant Secretary to the Superintendent of Schools is also on the agenda this evening.

Ad-Hoc Advocacy Committee:

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

- No Report

Board Member Liaisons:

Amy Dimes - Colts Neck PTO

- Working on the 40th Spring Gala.
- Working on incentives for 100% teacher and staff participation.

Heather Tormey - Colts Neck Township Committee

- No Report

Alison DeNoia - Colts Neck Township Senior Citizens

- No Report

State & County School Boards Association Representative:

Alison DeNoia - No Report

**SUPERINTENDENT'S REPORT**

Dr. Garibay reported as follows:

- Summer Bridge and ESY in full swing.
- Thanked Dominick Petrillo and the maintenance staff for getting the district back up and running after the recent power outage and internet issues.

**INFORMATION ITEMS**

1. The Superintendent reported 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 |
|-------------------|-----------------------------------|--|
| 6/16/23 - 6/30/23 | 0                                 | 0  |

SUPERINTENDENT'S  
REPORT ON  
INVESTIGATIONS OF  
HIB INCIDENTS

## COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

None

## ACTION ITEMS

1. It was moved by Kevin O'Connor, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve the acceptance of the Superintendent's Action for the following HIB/Non-HIB incidents as reported to the Board at its meeting of June 28, 2023 for the period commencing June 1, 2023 through June 15, 2023 wherein one (1) incidents were reported. Zero (0) incident of HIB was found to occur, as indicated below:
- AFFIRMATION OF SUPERINTENDENT'S ACTION(S)

| Non-HIB Incident No. | Location                  |
|----------------------|---------------------------|
| 2022 - N9            | Cedar Drive Middle School |

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

2. It was moved by Kevin O'Connor, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve the amendment to the resolution adopted at the June 28, 2023 regular meeting, approving the out-of-district placement for the 2023 Extended School Year ("ESY") Program for Student #20311733 to attend Rutgers Day School as indicated below:
- AMENDED 2023 ESY OUT-OF-DISTRICT PLACEMENT

| Tuition From | Tuition To  |
|--------------|-------------|
| \$ 15,362.00 | \$15,980.00 |

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

3. It was moved by Kevin O'Connor, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve the amendment to the resolution adopted at the June 28, 2023 regular meeting, approving the out-of-district placement for the 2023-24 School Year for Student #20311733 to attend Rutgers Day School as indicated below:
- AMENDED 2023-24 SCHOOL YEAR OUT-OF-DISTRICT PLACEMENT

|                 |               |
|-----------------|---------------|
| Tuition<br>From | Tuition<br>To |
| \$ 76,810.00    | \$79,900.00   |

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

4. It was moved by Kevin O'Connor, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve the electronic submission of the certification of the Emergency Virtual or Remote Instruction Plan for the Colts Neck Township school district for the 2023-2024 school year, which is on file in the office of Curriculum and Instruction.

EMERGENCY  
VIRTUAL OR REMOTE  
INSTRUCTION PLAN  
2023-2024 SCHOOL  
YEAR

Local Education Agency Guidance for Chapter 27 Emergency Virtual or Remote Instruction Plan 2023-2024 School Year

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

**BUILDINGS AND GROUNDS/SAFETY AND SECURITY**

1. It was moved by Kevin O'Connor, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve the appointment of all ten (10) month staff members for the 2023-24 school year, as employee volunteers for the period commencing July 1, 2023 through August 31, 2023.

VOLUNTEERS

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

2. It was moved by Kevin O'Connor, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve the appointment of non-employee volunteers for the period commencing July 1, 2023 through August 31, 2023. Said list of non-employee volunteers is on file in the Office of the Board Secretary/School

NON-EMPLOYEE  
VOLUNTEERS

Business Administrator.

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

## CURRICULUM

1. It was moved by Alison DeNoia 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](#))

REIMBURSABLE  
EXPENSES

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

## FINANCE

1. It was moved by Tracy Kramer, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve the Bill List dated June 30, 2023 in the amount of \$333,153.95 and Food Service payments in the amount of \$1,255.38.

BILL LIST  
FOOD SERVICE  
PAYMENTS

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

2. It was moved by Tracy Kramer, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve the renewal of the Colts Neck Board of Education's membership in the New Jersey Schools Insurance Group ("NJSIG") for the three (3) year period commencing July 1, 2023 through July 1, 2026 and authorizes Vincent S. Marasco, School Business Administrator/Board Secretary to execute the Indemnity and Trust Agreement with the Fund. ([Attachment # F-1](#))

NEW JERSEY  
SCHOOLS INSURANCE  
GROUP MEMBERSHIP  
2023-2026

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None



Absent: John Camera and Jessica Ramirez

3. It was moved by Tracy Kramer, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve the renewal of the commercial property, workers' compensation and other lines of insurance for the 2023-24 school year. ([Attachment # F-2](#))
- COMMERCIAL  
PROPERTY  
WORKERS'  
COMPENSATION &  
LINES OF INSURANCE

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

4. It was moved by Tracy Kramer, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve Mott MacDonald Operating Services, LLC. of Iselin, NJ, as a licensed provider of Wastewater Management Services at the Conover Road Primary School for the Colts Neck Township Board of Education, beginning July 1, 2023 through September 30, 2023, for an monthly fee of \$4,147.50, plus additional labor and reimbursables as per rates set forth in the Proposed Fee Schedule on file in the Office of the School Business Administrator/Board Secretary, for a total amount not to exceed \$30,000.
- PROFESSIONAL  
SERVICES:  
WASTEWATER  
MANAGEMENT  
SERVICES

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

5. It was moved by Tracy Kramer, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve the Non-Resident Tuition Agreement between the Colts Neck Board of Education and the Parent/Guardian of K.R.S. (Student #20250472), whose name is on file in the Office of the Business Administrator, for the enrollment of said student at Cedar Drive Middle School for the 2023-24 school year, at the approved non-resident tuition rate of \$24,139.
- NON-RESIDENT  
TUITION AGREEMENT

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

6. It was moved by Tracy Kramer, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve the five (5) year agreement between American Capital Financial Services, Inc. ("Lessor"), financing partner of NJ State cooperative vendor, CDW-G and the Colts Neck Township Board of Education ("Lessee"), effective July 20, 2023, in accordance with awarded Bid#ESCNJ/AEPS-22G, under NJ State Approved Co-op #65MCESCCPS, for the cloud and subscription licenses covering the June 28th BOE approved contract for security camera hardware; and further authorize the Board Secretary to execute said agreement at an annual licensing cost of \$18,431.43 (budgeted in 11-000-266-610). The agreement is subject to annual appropriation and availability of funds in accordance with N.J.S.A. 18A:18A-42 and shall be retained on file in the Office of the School Business Administrator/Board Secretary.

AMERICAN CAPITAL  
FINANCIAL SERVICES  
- 5YR SUBSCRIPTION  
LICENSE

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

7. It was moved by Tracy Kramer, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve the acceptance of the 2022-23 Extraordinary Aid award in the amount of \$671,518.

2022-23  
EXTRAORDINARY AID  
AWARD

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

8. It was moved by Tracy Kramer, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve the following resolution:

CONTRACT AWARD  
FOR I.T.  
INFRASTRUCTURE

WHEREAS, the Colts Neck Township School District's 5 year lease-purchase for data switches, wireless access points and associated licensing is expiring and;

WHEREAS, the District is desirous to replace all 98 wireless access points, 4 core switches, and associated licensing with Cisco Meraki hardware and licenses and;

WHEREAS, purchasing under national cooperative contracts is permissible under P.L. 2011, c.139 and;

WHEREAS, NCPA (National Cooperative Purchasing Alliance) is a leading national government purchasing cooperative that ensures public agencies receive products

and services of the highest quality at the lowest prices and that Promark (an Ingram Micro Company) was awarded the NCPA 01-96 contract covering bidded Cisco/Meraki equipment, among other technologies and;

WHEREAS, Aspire Technology Partners, LLC of Eatontown, NJ ("Aspire") is a current authorized reseller under Promark's awarded contract and;

WHEREAS, Aspire's pricing complies with NCPA pricing guidelines and the Erate bidding process and;

WHEREAS, the total project pricing inclusive of \$22,508 of consulting/installation services is \$161,071.78 before Erate funding and;

WHEREAS, the Universal Service Administrative Co. has issued a Funding Commitment Decision Letter that applies a 40% discount rate directly to the service provider;

NOW THEREFORE BE IT RESOLVED the Colts Neck Township Board of Education approve a contract with Aspire for the non-discount share of the project in the amount of \$96,643.06 (11-000-252-500, 12-000-252-730).

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

9. It was moved by Tracy Kramer, seconded by Andrew Rytter and carried on a unanimous roll call vote to approve the following resolution:

CONTRACT AWARD  
FOR LICENSING  
RENEWAL AND  
FINANCING

WHEREAS, the Colts Neck Township School District's existing 5yr firewall security license and enterprise licensing and support is expiring and;

WHEREAS, the District is desirous to renew its 5yr firewall security license along with 37 associated enterprise licenses and support with Cisco Meraki and;

WHEREAS, purchasing under national cooperative contracts is permissible under P.L. 2011, c.139 and;

WHEREAS, NCPA (National Cooperative Purchasing Alliance) is a leading national government purchasing cooperative that ensures public agencies receive products and services of the highest quality at the lowest prices and that Promark (an Ingram Micro Company) was awarded the NCPA 01-96 contract covering bidded Cisco/Meraki equipment, among other technologies and;

WHEREAS Aspire Technology Partners, LLC of Eatontown, NJ ("Aspire") is a current authorized reseller under Promark's awarded contract and;

WHEREAS Aspire's pricing complies with NCPA pricing guidelines and the Erate bidding process and;

WHEREAS, Cisco Systems Capital Corporation is the financing partner for Cisco/Meraki equipment under the NCPA 01-96 awarded contract;

NOW THEREFORE BE IT RESOLVED the Colts Neck Township Board of Education approve a contract with Aspire for the 5yr licensing and support in the amount of \$43,584.76; and

BE IT FURTHER RESOLVED to authorize the Board Secretary to execute the Lease Purchase Agreement with Cisco Systems Capital Corporation for the financing of said amount at a yearly cost of \$8,716.95 (11-000-252-500).

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

## POLICY

1. It was moved by Andrew Rytter, seconded by Tracy Kramer and carried on a unanimous roll call vote to approve the first reading of the following policies and regulations, as indicated below: (Attachment # P-1 - # P-16)

FIRST READING  
OF POLICIES AND  
REGULATIONS

|                                   |   |
|-----------------------------------|---|
| <a href="#">Attachment # P-1</a>  | R0155 - Board Committees                                      |
| <a href="#">Attachment # P-2</a>  | P2520 - Instructional Supplies                                |
| <a href="#">Attachment # P-3</a>  | R2520 - Instructional Supplies                                |
| <a href="#">Attachment # P-4</a>  | P3217 - Use of Corporal Punishment                            |
| <a href="#">Attachment # P-5</a>  | P4217 - Use of Corporal Punishment                            |
| <a href="#">Attachment # P-6</a>  | P5305 - Health Services Personnel                             |
| <a href="#">Attachment # P-7</a>  | P5308 - Student Health Records                                |
| <a href="#">Attachment # P-8</a>  | R5308 - Student Health Records                                |
| <a href="#">Attachment # P-9</a>  | P5310 - Health Services                                       |
| <a href="#">Attachment # P-10</a> | R5310 - Health Services                                       |
| <a href="#">Attachment # P-11</a> | P7440 - School District Security                              |
| <a href="#">Attachment # P-12</a> | P9140 - Citizen Advisory Committee                            |
| <a href="#">Attachment # P-13</a> | P6112 - Reimbursement of Federal and Other Grant Expenditures |
| <a href="#">Attachment # P-14</a> | P6311 - Contracts for Goods and Services Funded               |

|                                   |   |
|-----------------------------------|---|
|                                   | by Federal Grants   |
| <a href="#">Attachment # P-15</a> | R6115.01 - Federal Awards / Funds Internal Controls - Allowability of Costs |
| <a href="#">Attachment # P-16</a> | P6311.04 - Federal Funds - Duplication of Benefits                          |

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

2. It was moved by Andrew Rytter, seconded by Tracy Kramer and carried on a unanimous roll call vote to approve the adoption of the following policies and regulations, as indicated below: (Attachment # P-17 - # P-20)

ADOPTION OF  
POLICIES AND  
REGULATIONS

|                                   |                               |
|-----------------------------------|-------------------------------|
| <a href="#">Attachment # P-17</a> | Bylaw 0155 - Board Committees |
| <a href="#">Attachment # P-18</a> | R8420.2 - Bomb Threats        |
| <a href="#">Attachment # P-19</a> | R8420.7 - Lockdown Procedures |
| <a href="#">Attachment # P-20</a> | R8420.10 - Active Shooter     |

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

3. It was moved by Andrew Rytter, seconded by Tracy Kramer and carried on a unanimous roll call vote to approve the abolishment of the following job description for the 2023-2024 school year, as indicated below:

ABOLISHMENT OF  
JOB DESCRIPTION  
FOR 2023-2024  
SCHOOL YEAR

|   |
|---|
| Assistant Secretary to the Superintendent of Schools - Confidential |
|---|

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

## NEGOTIATIONS

1. It was moved by Brenna Dillon, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the Memorandum of Understanding ("MOU"),

MEMORANDUM OF  
UNDERSTANDING  
BETWEEN BOARD

between the Colts Neck Board of Education (“Board”) and the Transport Workers Union of America, Local 220 (“TWU”) for the 2023-24, 2024-25 and 2025-26 school years, which is on file in the Office of the Business Administrator/Board Secretary.

AND TWU  
2023-2026 SCHOOL  
YEARS

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O’Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

**TRANSPORTATION**

1. It was moved by Heather Tormey, seconded by Kevin O’Connor and carried on a unanimous roll call vote to approve the following resolution:

COORDINATED  
TRANSPORTATION  
WITH MOESC

BE IT RESOLVED that the Colts Neck Board of Education approve participation in coordinated transportation with the Monmouth-Ocean Educational Services Commission (“MOESC”) effective July 1, 2023 through June 30, 2028.

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Andrew Rytter, Kevin O’Connor and Heather Tormey

No: None

Absent: John Camera and Jessica Ramirez

Jessica Ramirez joined the meeting remotely at 7:20 p.m.

**PERSONNEL**

1. It was moved by Amy Dimes, seconded by Alison DeNoia 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:  
TEACHER  
2023-2024 SCHOOL  
YEAR

| Name  | Position/Location  | Effective Dates     | Guide/Step Salary                           |
|---|--|---------------------|---|
| * Marissa Gammer<br>(Replacing, Jessica Romanik who was reassigned) | Special Education<br>Teacher/Conover Road<br>Elementary School | 9/1/23 –<br>6/30/24 | MA Guide<br>Step 1<br>\$65,481<br>Per Annum |

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

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Jessica Ramirez (remote), Andrew Rytter, Kevin O’Connor and Heather Tormey

No: None

Absent: John Camera

2. It was moved by Amy Dimes, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the rescinding of the appointment adopted on June 14, 2023 regular meeting to participate in one full day training session for the Threat Assessment Teams in each of the schools in the Colts Neck Township district. The purpose of a threat assessment team is to provide school teachers, administrators, and other staff with assistance in identifying students with behaviors of concern, assessing those students’ risk for engaging in violence or other harmful activities, and delivering intervention strategies to manage the risk of harm for students who pose a potential safety risk. Threat assessment teams’ purpose is also to prevent targeted violence in the school and to ensure a safe and secure school environment that enhances the learning experience for all members of the school community. The following staff members will attend one training on Thursday, June 29, 2023, Wednesday, July 12, 2023 or Wednesday, July 19, 2023 from 8:30 a.m. to 3:00 p.m. as indicated below:

RESCINDED: 2023  
SCHOOL - BASED  
BEHAVIORAL  
THREAT  
ASSESSMENT AND  
MANAGEMENT  
TRAINING

| Name/Location                                    | Guide/Step/<br>Salary       | Per Diem<br>Rate | Effective<br>Date | Total<br>Amount<br>Not to<br>Exceed |
|--|-----------------------------|------------------|-------------------|-------------------------------------|
| Colleen Baltz/<br>Conover Road Primary<br>School | MA Guide/Step 8<br>\$73,001 | \$365.00         | 6/29/23           | \$365.00                            |

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Jessica Ramirez (remote), Andrew Rytter, Kevin O’Connor and Heather Tormey

No: None

Absent: John Camera

3. It was moved by Amy Dimes, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the establishment of Threat Assessment Teams in each of the schools in the Colts Neck Township district. Each school will participate in one full day training session. The purpose of a threat assessment team is to provide school teachers, administrators, and other staff with assistance in identifying students with behaviors of concern, assessing those students’ risk for engaging in violence or other harmful activities, and delivering intervention strategies to manage the risk of harm for students who pose a potential safety risk. Threat assessment teams’ purpose is also to prevent targeted violence in the school and to ensure a safe and secure school environment that enhances the learning experience for all members of the school community. The following staff members will attend one

2023 SCHOOL - BASED  
BEHAVIORAL THREAT  
ASSESSMENT AND  
MANAGEMENT  
TRAINING

training on Thursday, June 29, 2023, Wednesday, July 12, 2023 or Wednesday, July 19, 2023 from 8:30 a.m. to 3:00 p.m. as indicated below:

| Name/Location                                       | Guide/Step/<br>Salary     | Per Diem<br>Rate | Effective<br>Date | Total<br>Amount<br>Not to<br>Exceed |
|---|---------------------------|------------------|-------------------|-------------------------------------|
| Jennifer Main/<br>Conover Road Elementary<br>School | MA+60/Step<br>15/\$98,501 | \$492.51         | 6/29/23           | \$492.51                            |
| Mary Corrigan/<br>Conover Road Primary<br>School    | Step 13/<br>\$52,524      | \$262.62         | 7/12/23           | \$262.62                            |

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Jessica Ramirez (remote), Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera

4. It was moved by Amy Dimes, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the summer employment of the following Computer Application Support Specialists to perform the annual maintenance of all district computers and configuration of new computer equipment, at an hourly rate of \$25.50, for a total number of hours for all staff members combined not to exceed one thousand one hundred (1,100) hours, for a total amount for all staff members combined not to exceed twenty-eight thousand, fifty dollars (\$28,050) as indicated below:

2023 SUMMER WORK  
FOR COMPUTER  
APPLICATION  
SUPPORT  
SPECIALISTS

| Name               | Location                       |
|--------------------|--------------------------------|
| Rosalba Serrentino | Conover Road Primary School    |
| Gayle Ostic        | Conover Road Elementary School |
| Stephen Toscano    | Cedar Drive Middle School      |

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Jessica Ramirez (remote), Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera

5. It was moved by Amy Dimes, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the appointment of the following Conover Road Primary School staff members to serve as chaperones for the following Conover

CONOVER ROAD  
PRIMARY SCHOOL  
CHAPERONES  
2023-2024 SCHOOL  
YEAR



Road Primary School event during the 2023-2024 school year, at an amount not to exceed \$80 for each staff member, for no more than two hours (2) hours as indicated below:

| Name               | Event                         | Date    |
|--------------------|-------------------------------|---------|
| Kathleen Augustin  | Kindergarten Kickoff Playdate | 8/31/23 |
| Samantha Barr      | Kindergarten Kickoff Playdate | 8/31/23 |
| Nicole Clancy      | Kindergarten Kickoff Playdate | 8/31/23 |
| Allison Costa      | Kindergarten Kickoff Playdate | 8/31/23 |
| Mary Alex Donofrio | Kindergarten Kickoff Playdate | 8/31/23 |
| Kristin Lamm       | Kindergarten Kickoff Playdate | 8/31/23 |
| Lisa Marretta      | Kindergarten Kickoff Playdate | 8/31/23 |
| Karla Walter       | Kindergarten Kickoff Playdate | 8/31/23 |

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Jessica Ramirez (remote), Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera

6. It was moved by Amy Dimes, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the additional pay to Donald Felle to serve as School Security Monitor on August 31, 2023 for a total number of hours not to exceed four (4 ), at an hourly rate of \$23 per hour, not to exceed \$92.00.

ADDITIONAL PAY

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Jessica Ramirez (remote), Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera

7. It was moved by Amy Dimes, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the amendment to the resolution adopted at the June 14, 2023 Regular Meeting for the the following Child Study Team members to perform case management duties during the 2023-24 school year, from July 1, 2023 through August 31, 2023 at the applicable per diem hourly rate indicated below for each Child Study Team member, for a total number of hours not to exceed ninety hours (90) for all Child Study Team members, as indicated below:

AMENDED 2023 -  
2024 CHILD STUDY  
TEAM SUMMER CASE  
MANAGEMENT  
DUTIES

| Child Study Team Member | Position | Guide/Step Salary | Per Diem Hourly Rate From | Per Diem Hourly Rate To |
|-------------------------|----------|-------------------|---------------------------|-------------------------|
| Kimberly Keller         | School   | MA+30 /16/        | \$491.90                  | \$69.29                 |

|                         |                      |                        |          |         |
|-------------------------|----------------------|------------------------|----------|---------|
|                         | Psychologist         | \$98,381               |          |         |
| Kathleen McGuire-Dunlea | School Social Worker | MA /16/<br>\$95,281    | \$476.40 | \$67.10 |
| Jacqueline Dimitri      | LDT/C                | MA+30 /16/<br>\$98,381 | \$491.90 | \$69.29 |
| Marie Ferrante          | LDT/C                | MA+60 /14/<br>\$95,981 | \$479.90 | \$67.60 |

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Jessica Ramirez (remote), Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera

8. It was moved by Amy Dimes, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the amendment to the resolution adopted at the June 28, 2023 regular meeting, approving the following student at St. Bartholomew Middle School, to serve as a volunteer in the 2023 Summer Bridge Program from July 10, 2023 through August 3, 2023 under the supervision of certificated staff from Cheryl Chandler and Jeffrey Brown to certificated staff Chelsea McGowan working in the Summer Bridge Program, as indicated below:

AMENDED SUMMER  
BRIDGE PROGRAM  
STUDENT  
VOLUNTEER  
SUPERVISION

|               |
|---------------|
| Alexa McGowan |
|---------------|

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Jessica Ramirez (remote), Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera

9. It was moved by Amy Dimes, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the salaries of Transportation Workers Union (TWU) staff members for the 2023-2024 school year. (Attachment # PSL-1)

2023-2024~~26~~  
SALARIES:  
TRANSPORTATION  
STAFF

|                                    |  |
|------------------------------------|--|
| <a href="#">(Attachment#PSL-1)</a> | Mechanic<br>Assistant Transportation Coordinator<br>Bus Drivers* |
|------------------------------------|--|

\* Hours to be determined at a later date

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Jessica Ramirez (remote), Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera

10. It was moved by Amy Dimes, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the attendance of an additional staff member at 2023 summer IEP meetings, from July 1, 2023 through August 31, 2023, at an hourly rate of \$52, for a total number of hours to be worked by all staff members not to exceed forty eight (48) hours, as indicated below:

ADDITIONAL STAFF  
MEMBER 2023  
SUMMER IEP  
MEETINGS

|               |
|---------------|
| Shannon Healy |
|---------------|

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Jessica Ramirez (remote), Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera

11. It was moved by Amy Dimes, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve Brooklyn Tappan, a student at Thorne Middle School to serve as a volunteer in the 2023 Extended School (ESY) Program from July 10, 2023 through August 17, 2023 under the supervision of the certificated staff working in the ESY Program.

2023 ESY PROGRAM  
ADDITIONAL  
STUDENT  
VOLUNTEER

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Jessica Ramirez (remote), Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera

12. It was moved by Amy Dimes, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the employment agreement and salary for the following nonaligned staff member for the 2023-2024 school year as indicated below:

2023-2024  
EMPLOYMENT  
AGREEMENT AND  
SALARY:  
NONALIGNED  
SUPPORT STAFF  
MEMBER

| Name             | Position           | Effective Dates   | Salary     |
|------------------|--------------------|-------------------|------------|
| Nicholas Moretta | Facilities Manager | 7/01/23 – 6/30/24 | \$115,360* |

\* Pending contract negotiations

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Jessica Ramirez (remote), Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera

13. It was moved by Amy Dimes, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the amended reassignment of the following certificated staff member, for the 2023-2024 school year, as indicated below:

AMENDED  
REASSIGNMENTS OF  
CERTIFICATED STAFF  
FOR 2023-2024  
SCHOOL YEAR

| Name            | From   | To   |
|-----------------|--|--|
|                 | Position/Location  | Position/Location  |
| Jessica Romanik | Special Education Teacher<br>Grade 3/<br>Conover Road Elementary<br>School | Teacher Grade 3/<br>Conover Road Elementary<br>School (Position reallocated<br>from CRPS, resulting from the<br>retirement of MaryJo Antonella,<br>effective July 1, 2023) |

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Jessica Ramirez (remote), Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera

#### **NEW BUSINESS/WORK SESSION AGENDA**

None

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

None

#### **ADJOURNMENT**

It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to adjourn the meeting.

Yes: Alison DeNoia, Brenna Dillon (remote), Amy Dimes (remote), Tracy Kramer, Jessica Ramirez (remote), Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: John Camera

| REFERENCE SHEET   |   |
|-------------------|---|
| Attachment # CM-1 | Correspondence from Constituents                                    |
| Attachment # CM-2 | Correspondence from Constituent                                     |
| Attachment # C-1  | Reimbursable Expenses   |
| Attachment # F-1  | Indemnity and Trust Agreement Resolution to Join / Renew Membership |

|                   |  |
|-------------------|--|
| Attachment # F-2  | 2023-24 Renewal Proposal - Commercial Property, Workers' Compensation And Other Lines Of Insurance |
| Attachment # P-1  | First Reading R0155 - Board Committees   |
| Attachment # P-2  | First Reading P2520 - Instructional Supplies   |
| Attachment # P-3  | First Reading R2520 - Instructional Supplies   |
| Attachment # P-4  | First Reading P3217 - Use of Corporal Punishment   |
| Attachment # P-5  | First Reading P4217 - Use of Corporal Punishment   |
| Attachment # P-6  | First Reading P5305 - Health Services Personnel  |
| Attachment # P-7  | First Reading P5308 - Student Health Records   |
| Attachment # P-8  | First Reading R5308 - Student Health Records   |
| Attachment # P-9  | First Reading P5310 - Health Services  |
| Attachment # P-10 | First Reading R5310 - Health Services  |
| Attachment # P-11 | First Reading P7440 - School District Security   |
| Attachment # P-12 | First Reading P9140 - Citizen Advisory Committee   |
| Attachment # P-13 | First Reading P6112 - Reimbursement of Federal and Other Grant Expenditures                        |
| Attachment # P-14 | First Reading P6311 - Contracts for Goods and Services Funded by Federal Grants                    |
| Attachment # P-15 | First Reading R6115.01 - Federal Awards / Funds Internal Controls - Allowability of Costs          |
| Attachment # P-16 | First Reading P6311.04 - Federal Funds - Duplication of Benefits                                   |
| Attachment # P-17 | Adoption Bylaw 0155 - Board Committees   |
| Attachment # P-18 | Adoption R8420.2 - Bomb Threats  |
| Attachment # P-19 | Adoption R8420.7 - Lockdown Procedures   |
| Attachment # P-20 | Adoption R8420.10 - Active Shooter   |

| BOARD MEETINGS*                                    |                    |                   |                          |
|--|--------------------|-------------------|--------------------------|
| July 19, 2023                                      | September 6, 2023  | October 18, 2023  | December 13, 2023 @ 6 PM |
| August 9, 2023                                     | September 20, 2023 | November 1, 2023  |                          |
| August 23, 2023                                    | October 4, 2023    | November 15, 2023 |                          |
| 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.

Respectfully Submitted,

*MaryJane Garibay*

MaryJane Garibay

Superintendent of Schools