

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 24, 2024, at 6:30 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

Board President John Camera called the meeting to order at 6:34 p.m.
Approximately 15 members of the public were present.

ROLL CALL

ROLL CALL

Board Members Present: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

Board Members Absent: None

LEGAL NOTICE OF MEETING

LEGAL NOTICE

Pursuant to the Open Public Meetings Act, Chapter 231, this meeting has been duly advertised in the Asbury Park Press in a schedule of meetings dated January 11, 2024 notice of which has been filed with the Deputy Clerk for Colts Neck Township and the requirements of posting of notices have been met.

FLAG SALUTE

FLAG SALUTE

Board President John Camera led the Flag Salute.

APPROVAL OF MINUTES

APPROVAL OF MINUTES

None

PRESENTATION

PRESENTATION

1. Student Representatives to the Board of Education - Comments:
One student representative offered an idea that once a month a group of students could visit retirement homes and spend time with the residents and play games, etc. with them.
Another student representative suggested better lunch options.

A student representative noted hearing positive feedback on the recently held

Heritage Day. She commented this was a great idea and was a student organized event, and would like to see more events similar to this. She expressed it would have a great impact on the students.

COMMUNICATIONS

COMMUNICATIONS

Date	From	To	Subject
4/10/24	Jillian Watts	Board of Education	Student Chromebook / Screen Time Concerns
4/11/24	Bridgit Riley	Board of Education	Concerns for Board's approval of writing a letter to State legislators regarding Governor Murphy's nominee for State Board of Education
4/13/24	Frank Leccese Sr.	Board of Education	Inquiry regarding the district's annual progress report that includes absenteeism rates?
4/16/24	Jillian Watts	Board of Education	Student Chromebook / Screen Time Concerns, continued

REPORT OF PRESIDENT – Mr. John Camera

PRESIDENT'S REPORT

- During the New Business portion of this evening's meeting we will be discussing the health insurance for the district and whether to switch from the School Health Insurance Fund (SHIF) to Horizon Blue Cross/Blue Shield. Will also briefly discuss the proposals that were received for the RFPs there were issued.
- Reminder that Tuesday, May 7th will be the Public Hearing and Adoption of the 2024-25 Budget. The meeting is at 6pm at the Conover Road Primary School.

COMMITTEE REPORTS

COMMITTEE REPORTS

Buildings & Grounds/Safety & Security Committee:

Chairperson: Kevin Walsh

Committee Members: Brenna Dillon, Jason Orrico, Vincent Rugnetta

Administrator: Vincent Marasco

- Kevin Walsh reported that he and other members of the committee and Board, along with a couple of student representatives toured the buildings last night. He thanked Dr. Garibay and Mr. Moretta. Mr. Moretta also provided the committee with a brief update on the ESIP project that is progressing in the schools.

Angelique Volpe commented that she noticed a couple of things on the tour, such as bathrooms that are in need of repair and also inquired about the possibility of installing urinal dividers.

Communications Committee:

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

- No Report

Curriculum Committee:

Chairperson: Jessica Ramirez
Committee Members: Amy Dimes, Vincent Rugnetta, Kevin Walsh
Administrator: Dr. Erica Reynolds

- Nothing new to report at this time.
- The next meeting is scheduled for tomorrow at 1pm and the agenda has been sent out to the full Board. Encouraged any Board member to reach out if they would like any additional items added to the agenda.

Finance/Negotiations Committee:

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

- Jason Orrico - looking forward to reviewing the proposals that were submitted for the recently issued RFPs for professional services.

Policy Committee:

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

- Jessica Ramirez noted there are two policies/regulations on the agenda this evening for first reading.
- Waiting on administration to get the comparison data for Strauss Esmay and New Jersey School Boards Association.

Advocacy & Government Relations Committee:

Chairperson: Angelique Volpe
Committee Members: John Camera, Brenna Dillon, Jessica Ramirez
Co-Administrators: Dr. MaryJane Garibay and Dr. Richard Beck

- Angelique Volpe reported that the committee has not met.
- The Governor's appointment of Serena Rice that was scheduled for April 15th was tabled; she noted she will continue to advocate and write a letter against the appointment.
- The Freedom to Read Act is still on the backburner.

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

Chairperson: Vincent Rugnetta
Committee Members: Brenna Dillon, Jessica Ramirez, Kevin Walsh
Administrator: Dr. MaryJane Garibay

- Vincent Rugnetta noted that there is a meeting tomorrow with Dr. Garibay and stakeholders. He is hoping to bring some new ideas to the Board.

Board Member Liaisons:

Brenna Dillon - Parent Advisory Committee

- Met this morning for several hours with Dr. Garibay, Dr. Beck and Mrs. DeNoia. Reviewed all of the comments from the summary of recommendations that were sent in. Board members can view everything in the Google Drive folder.

Amy Dimes - Colts Neck PTO

- The final numbers for the PTO Spring Gala are in; \$56,000 was raised.
- End of year activities are in full swing; Teacher Appreciation Week is coming up and the 8th Grade Dance is on June 14th.

John Camera - Colts Neck Township Committee

- No Report

Kevin Walsh - Colts Neck Township Senior Citizens

- No Report

State & County School Boards Association Representative:

Angelique Volpe

- The NJSBA is accepting nominations for Board of Education Member of the year. The deadline for submission is 4:30pm July 1st.
- The Women's Leadership Conference was held on April 19th; Dr. Garibay and Mrs. DeNoia attended.
- Reminder that the NJSBA Spring Conference is May 10th
- Reminder that the NJSBA Annual Workshop in Atlantic City is scheduled for October 21-24, 2024; encourage members of the Board to attend.
- Noted that the Monmouth County meeting is scheduled for May 7th which is the same day as our Public Hearing and Budget Adoption meeting, therefore, she and Mr. Camera will not be able to attend due to the conflict.

SUPERINTENDENT'S REPORT

Dr. Garibay reported:

- Welcomed everyone back from Spring Break and wished a happy Passover to everyone who celebrates.
- May 7th is the Public Hearing and Adoption of the 2024-25 Budget. Working on possibly live streaming the meeting.
- Congratulations to the cast and crew who worked on Willy Wonka; it was a wonderful performance.
- Happy that Mr. Camera was able to join her and administration at the Purple Up

Breakfast. This was a wonderful opportunity to recognize and celebrate our military students and families in the district.

- She attended the Women's Leadership Conference April 19th at Mercer County College.
- The Monmouth County Wellness Committee Program was also on the 15th in the evening; approximately 200 people were in attendance.

INFORMATION ITEMS

1. The Superintendent will report on investigations of incidents of harassment, intimidation and bullying (“HIB”) occurring during the following period:

SUPERINTENDENT'S
REPORT ON
INVESTIGATIONS OF
HIB INCIDENTS

Period	Number of Investigations Reported	Number of Incidents HIB Was Found to Occur
3/16/24 - 3/31/24	1	0

COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

None

ACTION ITEMS

1. It was moved by Jason Orrico, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the acceptance of the Superintendent's Action for the following HIB incident as reported to the Board at its meeting of April 10, 2024 for the period commencing March 1, 2024 through March 15, 2024 wherein one (1) incident was reported. One (1) incident of HIB was found to occur as indicated below:

AFFIRMATION OF
SUPERINTENDENT'S
ACTION

HIB Incident No.	Location
2023 - 02	Conover Road Primary School

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

2. It was moved by Jason Orrico, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the following guest speaker for all Cedar Drive Middle School eighth grade (8th) students during the Medical Detectives Unit as part of the districts NGSS 8th grade science curriculum, as indicated below:

MEDICAL
DETECTIVES UNIT
WITH GUEST
SPEAKER CEDAR
DRIVE MIDDLE
SCHOOL: 2023-2024
SCHOOL YEAR

Guest Speaker	Location	Dates
Brett Nance, Assistant Health Officer for the Freehold Area Health Department	Cedar Drive Middle School	6/13/22

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

3. It was moved by Jason Orrico, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the following field trip, as indicated below: FIELD TRIP

Participants/Location	Trip / Location	Date
Grade 8 Students/ Cedar Drive Middle School	Gravity Vault/ Middletown, NJ	6/3/24 6/4/24

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

4. It was moved by Jason Orrico, seconded by Brenna Dillon and carried on a roll call vote to approve the following evaluation, as indicated below: EVALUATION

Student #	Type of Evaluation	Performed By	Cost Not to Exceed
20310101	Psychiatric	Dr. Tintorer	\$500.00

Yes: John Camera, Brenna Dillon, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Abstain: Alison DeNoia and Amy Dimes

Absent: None

BUILDINGS AND GROUNDS/SAFETY AND SECURITY

1. It was moved by Vincent Rugnetta, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the use of Cedar Drive Middle School (select rooms as indicated below) by the Colts Neck Department of Recreation & Parks to conduct a Summer Day Camp program for Colts Neck children starting July 1, 2024 through August 2, 2024 (no camp Thursday and Friday, July 4th and 5th). The Summer Day Camp program runs Monday to Friday, from 8:30 a.m. to 2:30 p.m.

FACILITIES USE
REQUEST:
COLTS NECK
DEPARTMENT OF
RECREATION & PARKS

Classroom 11	Library Room/Media Center
Classroom 12	Gymnasium
Classroom 21	Boys' Locker Room (bathrooms)
Classroom 23	Girls' Locker Room (bathrooms)
Classroom 25	Staff Bathrooms (across from rm. 29)
Classroom 26	Cafeteria

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

2. It was moved by Vincent Rugnetta, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the Student-Faculty Basketball and Volleyball Games on May 1, 2024 at the Cedar Drive Middle School;

CDMS
STUDENT-FACULTY
BASKETBALL AND
VOLLEYBALL GAMES
AND STAFF MEMBER
PARTICIPATION
2023-2024 SCHOOL
YEAR

And

It was moved by Vincent Rugnetta, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the participation of the following staff members, as players, at the Cedar Drive Middle School Student-Faculty Basketball and Volleyball Games on May 1, 2024 as indicated below:

Brenna Bonner	Elizabeth Lowes	Steven Ricci
Jeffrey Brown	Catherine Malabanan	Colin Rigby
Elizabeth Bufano	Courtney McCormick	Katherine Staron
Jennifer Caga-Collett	Jeremy Mercer	Laila Tlack
Andrew Czerwinski	Wilson Nunez	Joseph Truisi
Hope Delia	Dolores Pollak	Ryan Walker
Lauren Hums	Erica Reynolds	Brian J. Willis

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

CURRICULUM

1. It was moved by Amy Dimes, seconded by Alison DeNoia 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: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

FINANCE

1. It was moved by Brenna Dillon, seconded by Kevin Walsh and carried on a unanimous roll call vote to approve the appropriation of \$61,557 of 2023-2024 NJ State Stabilization Aid to increase the following budgetary accounts, effective April 24, 2024, in accordance with N.J.A.C. 6A:23A-13.3(d):
- APPROPRIATION OF
2023-2024 NJ STATE
STABILIZATION AID

Budgetary Account	Description	Amount
11-190-100-610-060-900-S	CRPS Instruc.Supplies (gr.K-2)	\$32,247.00
12-000-100-730-060-900-S	CRPS Instruc.Equip - phys educ.	\$ 2,200.00
12-000-261-730-060-262-S	CRPS Replacement of water softening system equipment	\$11,000.00
11-190-100-610-030-200-S	CDMS instructional supplies (seating, tables, flex seating)	\$ 16,110.00
	TOTAL	\$61,557.00

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

2. It was moved by Brenna Dillon, seconded by Kevin Walsh and carried on a unanimous roll call vote to approve the award of a contract to CDW-G, Chicago, IL.
- AWARD OF
CONTRACT TO

for 75 Dell (model CTO 7010 I5-13500) Windows 11 desktop computers, in the amount of \$60,989.25. The award of contract is based on pricing obtained through the competitive Bid #ESCNJ/AEPA-22G, administered by the Educational Services Commission (ESC) of New Jersey, of Piscataway, NJ, an authorized cooperative purchasing agency in the State of New Jersey (#65MCESCCPS). The Board duly approved the appropriation of Stabilization Aid funds for this purpose as of April 10, 2024. (11-190-100-610-xxx-800-S).

CDW-G FOR
DESKTOP
COMPUTERS

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

3. It was moved by Brenna Dillon, seconded by Kevin Walsh and carried on a unanimous roll call vote to approve the following resolution:

AWARD OF
CONTRACT -
FINANCIAL
SOFTWARE
PROVIDER

WHEREAS, the Board of Education advertised for receipt of proposals to select a provider of school financial software; and

WHEREAS, one proposal was submitted by Genesis Educational Services, Inc.; and

WHEREAS, the School Business Administrator (SBA) reviewed the proposal and prepared a report to the Board of Education, a copy of such report is incorporated herein; and

WHEREAS, the SBA has determined that it is in the best interest of the School District to approve a contract with Genesis Educational Services Inc.;

NOW THEREFORE, BE IT RESOLVED that the Board of Education of the Township of Colts Neck in the County of Monmouth, State of New Jersey approve the proposal submitted by Genesis Educational Services, Inc., dated January 18, 2024 in accordance with the School District's RFP, to provide and implement Payroll and Budgetary software during the 2024-2025 school year; and

BE IT FURTHER RESOLVED that the Business Administrator/Board Secretary is hereby authorized to execute and to enter into any contract(s) that may be required to implement this resolution.

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

4. It was moved by Brenna Dillon, seconded by Kevin Walsh and carried on a unanimous roll call vote to approve the transfer of funds for the month of March, 2024 for the 2023-2024 school year. ([Attachment # F-1](#)) TRANSFER OF FUNDS

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

5. It was moved by Brenna Dillon, seconded by Kevin Walsh and carried on a unanimous roll call vote to approve the Board Secretary's Report as of March 31, 2024. ([Attachment # F-2](#)) BOARD SECRETARY'S
REPORT

RESOLVED, Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Board Secretary certifies that as of March 31, 2024, no budgetary line item account has obligations and payments (contractual orders) which in the total exceed the amount appropriated by the Board of Education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1.

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we certify that as of March 31, 2024 the Board Secretary's monthly financial report (appropriations section) did not reflect an over expenditure in any of the major accounts or funds, and based on the appropriation balances reflected on this report and the advice of district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

6. It was moved by Brenna Dillon, seconded by Kevin Walsh and carried on a unanimous roll call vote to approve the Report of the Treasurer of School Monies as of March 31, 2024. ([Attachment # F-3](#)) TREASURER'S
REPORT

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

POLICY

1. It was moved by Amy Dimes, seconded by Brenna Dillon 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-4)
- FIRST READING
OF POLICIES AND
REGULATIONS

Attachment # P-1	P2423 - Bilingual Education
Attachment # P-2	R2423 - Bilingual Education
Attachment # P-3	P2431.4 - Prevention and Treatment of Sports-Related Concussion and Head Injuries
Attachment # P-4	R2431.4 - Prevention and Treatment of Sports-Related Concussion and Head Injuries

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

NEGOTIATIONS

None

TRANSPORTATION

None

PERSONNEL

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

Name	Position/Location	Effective Date
Jacelyn Jepsen	Teacher/Conover Road Primary School	7/1/24

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

2. It was moved by Brenna Dillon, seconded by Alison DeNoia and carried on a
- CONTINUATION OF

unanimous roll call vote to approve the continuation of the probationary employment of the following Maintenance staff member, at no increase in salary for said probationary period and pending the attainment of a current and valid Black Seal License, adopted at the December 13, 2023 regular meeting, as indicated below:

PROBATIONARY
EMPLOYMENT -
J.BERNING

Name/Location	From	To
	Step/Salary Effective Dates	Step/Salary Effective Dates
Jason Berning/ Administration Building	Step 13/ \$45,809/ 7/01/23 – 3/31/24	Step 13/ \$45,809/ 7/01/23 – 6/30/24

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

3. It was moved by Brenna Dillon, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the transfer of the following staff member for the 2023-2024 school year as indicated below:

TRANSFER:
INSTRUCTIONAL
ASSISTANT FOR THE
2023-2024
SCHOOL YEAR

Name	Position	From	To	Effective Date
		Location	Location	
Mauri Ann Kwartin	Instructional Assistant	Conover Road Elementary School	Conover Road Primary School	2/21/24

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

4. It was moved by Brenna Dillon, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the appointment of the following Conover Road Elementary School staff members to serve as chaperones for American Youth Voices Concert on June 6, 2024 at the Prudential Center in Newark, NJ from 1:00 p.m. to 9:00 p.m. at an amount not to exceed \$160 for each staff member, as indicated below:

CONOVER ROAD
ELEMENTARY
SCHOOL
CHAPERONES
2023-2024 SCHOOL
YEAR

Name	Event/Location	Date
Mary Lou Jennings	American Young Voices	6/6/24

Olivia Santarsiero	American Young Voices	6/6/24
Lindsay Spitzer	American Young Voices	6/6/24
Brian J. Willis	American Young Voices	6/6/24

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

5. It was moved by Brenna Dillon, 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:
COMPUTER
APPLICATION
SUPPORT
SPECIALIST
2023-2024 SCHOOL
YEAR

Name	Position/Location/ Account No.	Effective Dates	Hours/Number of Days/Step/Hourly Rate/Salary
*Ryan Phillips (Replacing Gayle Ostic, who retired)	Computer Application Support Specialist CRES (11-000-222-106-050)	5/1/24 – 6/30/24	8 Hours Daily 184 Days Step 7 \$25.50 Per Hour \$37,536 Per Annum, Prorated

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

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

6. It was moved by Brenna Dillon, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the additional pay to the following staff member to accompany the following student participating in the Conover Road Primary School Spring Singers Club after school program, for each session to run sixty (60) minutes, as indicated below:

ADDITIONAL PAY:
INSTRUCTIONAL
ASSISTANT

Name/Location	Student Number	Step/ Hourly rate	Total Amount Per Session	Number of Sessions	Total Amount Not to Exceed
Carin Beyer Conover Road Primary School	20301759	17/\$21.24	\$21.24	5	\$106.20

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Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

7. It was moved by Brenna Dillon, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the additional pay to the following staff member to accompany the following student participating in the Conover Road Elementary Kids on the Run Club after school program, for each session to run sixty (60) minutes, as indicated below:

ADDITIONAL PAY:
INSTRUCTIONAL
ASSISTANT

Name/Location	Student Number	Step/ Hourly rate	Total Amount Per Session	Number of Sessions	Total Amount Not to Exceed
Patricia Cottrell/ Conover Road Elementary School	20291219	14/\$18.89	\$18.89	6	\$113.34

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

NEW BUSINESS/WORK SESSION AGENDA

Angelique Volpe commented on student’s Chromebook usage in the district and the concerns she has heard from parents. She is hopeful that something comes out of the Parent Advisory Committee’s recommendations so that changes can be made.

Dr. Garibay discussed clarifications on the reports that parents are able to view on the Chromebook activity history and the difference as to what the administration can see. The differences in the reports relate to actual activity on various school required platforms, such as Linkit, Savvas, etc.

2024 District Health Benefits Program Discussion:

President Camera started a discussion on the health insurance renewal and a

possible switch to Horizon from the School Health Insurance Fund (SHIF). Mr. Camera reviewed the proposed renewal increases from both the SHIF and Horizon. The SHIF's proposal is approximately a 12% increase whereas Horizon's proposal is over \$500,000 less. Mr. Camera thanked Dr. Garibay and Mr. Marasco for setting up a meeting with Brown & Brown to review the proposals and provide the pros and cons to each. Mr. Orrico and Mrs. DeNoia were also in attendance.

Mr. Camera noted that the district has a history with Horizon and over the years the district has been given proposed increases there were very high, however, Horizon was willing to negotiate with the district for a lower rate. The SHIF on the other hand does not negotiate. He also indicated that if the District were to leave the SHIF, it would not be able to join again for three (3) years and that the SHIF could also deny the district's request to join. If the District were to switch to Horizon, the savings of \$500,000 could theoretically go into surplus as the money has already been included in the '24-25 budget, and that should Horizon come back with an increase of say 10% next year, the district could potentially utilize surplus funds to cover the increase.

Kevin Walsh noted his concern with switching and the fact that since there is no rate cap that Horizon could offer a 12% or 18% increase next year. He concluded that due to the long-term stability of the SHIF, he wishes the district to remain in the SHIF.

Mr. Rugnetta inquired as to how the coverage with Horizon compares to the SHIF. Mr. Camera indicated that the coverage has to be "equal to or better than".

Mr. Marasco was asked by Mr. Walsh to provide his recommendation. Mr. Marasco noted that he cannot tell the Board what it should do, but to advise them as to all of the pros and cons, as well as any financial impact. Mr. Marasco noted he provided the Board with the pros/cons along with his professional judgment to remain in the SHIF.

Mr. Orrico commented that he believes that claims experience of the district spiked in 2021 shortly after COVID, but during 2022 and 2023 we have been going down. He believes that we are in a downward trend right now and we should do significantly better as the years progress.

Mrs. Dimes commented that she is concerned that the renewal proposal from Horizon is a sales tactic to get the district's business and that next year Horizon could come back with a significant increase.

Mrs. DeNoia inquired whether the time period for notice of withdrawal had expired. Mr. Marasco responded that it had not.

Mr. Camera requested that a poll be taken to ascertain where the majority of the Board stands on this matter. Five (5) members were open to switching, one (1) member did not wish to switch to Horizon and three (3) members were unsure.

After some additional discussion, it was decided that Mr. Marasco would reach out to Brown & Brown and ask that they go back to Horizon with another request for a two (2) renewal.

1. Discussion for Evaluative Process of Proposals for Professional Services submitted in response to requests for proposals (RFPs)

Mr. Camera briefly reviewed the proposals received for Auditor (3 proposals), Financial Advisor (3 proposals), Bond Counsel (4 proposals), Health Insurance Broker (4 proposals) and Commercial Insurance Broker (4 proposals). After some brief discussion, it was determined that the Board would approve at the May 7, 2024 Regular Meeting the appointment of Suplee, Clooney and Company as Auditor, Phoenix Advisors as the Financial Advisor and Wilentz, Goldman & Spitzer as Bond Counsel.

It was also decided that the Finance Committee will schedule interviews with the firms who submitted proposals for the Health Insurance Broker and Commercial Insurance Broker.

Dr. Garibay reminded the Board that at its meeting on January 24th, Edvocate was approved to handle the RFP process for Food Service management. As we are approaching the RFP submission deadline, we must now establish an evaluative committee, which will include at least two (2) board members. Mrs. Volpe and Mrs. DeNoia volunteered to serve on the committee.

Lastly, after a brief discussion it was determined that the Policy Committee will review the proposals that were submitted for legal services and conduct interviews of the firms they feel to be qualified.

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

No Executive Session was held.

ADJOURNMENT

At approximately 8:18 pm, it was moved by Brenna Dillon, seconded by Jessica Ramirez and carried on a unanimous roll call vote to adjourn the meeting.

Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Jason Orrico, Jessica Ramirez (remote), Vincent Rugnetta, Angelique Volpe and Kevin Walsh

No: None

Absent: None

REFERENCE SHEET	
Attachment # C-1	Reimbursable Expenses
Attachment # F-1	Transfers for the Month of March, 2024
Attachment # F-2	Board Secretary's Report as of March 31, 2024
Attachment # F-3	Treasurer's Report as of March 31, 2024
Attachment # P-1	First Read - P2423 - Bilingual Education
Attachment # P-2	First Read - R2423 - Bilingual Education
Attachment # P-3	First Read - P2431.4 - Prevention and Treatment of Sports-Related Concussion and Head Injuries
Attachment # P-4	First Read - R2431.4 - Prevention and Treatment of Sports-Related Concussion and Head Injuries

BOARD MEETINGS*			
May 7, 2024 (CRPS Cafeteria)	July 10, 2024	September 11, 2024	November 13, 2024
May 29, 2024	July 31, 2024	September 25, 2024	December 11, 2024
June 12, 2024	August 14, 2024	October 9, 2024	December 18, 2024
June 26, 2024	August 28, 2024	October 30, 2024	
January 8, 2025 @ 6:00 (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.

2024		
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

Vincent S. Marasco

School Business Administrator/Board Secretary