

**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 Public Hearing on the Proposed Budget for the 2023-24 School Year and the Regular Meeting of the Board of Education, May 3 2023, at 7:00 p.m. in the Cafetorium at the Conover Road Primary School, 56 Conover Road, Colts Neck, New Jersey 07722

Public Participation

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. Public participation is governed under District Policy 0167 - Public Participation in Board Meetings as follows:

Public participation shall be governed by the following rules:

1. *A participant must be recognized by the presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if applicable;*
2. *Each statement made by a participant shall be limited to three minutes' duration;*
3. *No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard; and only then if time constraints and/or the presiding officer allow.*
4. *All statements, questions, or inquiries shall be directed to the presiding officer; and any questions or inquiries directed by a participant to another Board member or Superintendent shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board or by the individual Board member or Superintendent;*
5. *It is the expectation of the Board that communications between participants and the Board will remain positive and focused around the best interest of the student(s) and the district as a whole. All communications from all stakeholders shall be conducted with mutual respect and civility. The Board will not condone communications and interactions that can be perceived as harassing, insulting, threatening, or lacking in respect or civility.*

The presiding officer may:

- a. *Interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy;*
- b. *Interrupt and/or warn a participant when the statement, question, or inquiry is abusive, obscene, or may be defamatory;*
- c. *Request any person to leave the meeting when that person does not observe reasonable decorum;*
- d. *Request the assistance of law enforcement officers in the removal of a disorderly person when that person prevents or disrupts a meeting with an act that obstructs or interferes with a meeting;*
- e. *Call for a recess or an adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting; and*
- f. *Waive these rules when necessary for the protection of privacy or to maintain an orderly operation of the Board meeting.*

CALL TO ORDER

President Tormey called the meeting to order at 7:06 p.m.

ROLL CALL

ROLL CALL

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

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 19, 2023 and May 3, 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.

APPROVAL OF MINUTES

APPROVAL OF
MINUTES

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

Meeting
March 15, 2023 Regular Meeting Minutes
March 15, 2023 Executive Session Minutes
March 21, 2023 Special Meeting Minutes

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

No: None

Absent: None

PRESENTATION

PRESENTATION

1. Superintendent MaryJane Garibay and School Business Administrator Vincent Marasco conducted the Public Hearing presentation on the Proposed Budget for the 2023-24 School Year. During the presentation, Mr. Marasco reviewed the changes made to the Tentative Budget which are reflected in the final Budget presented to the Board this evening. He explained that after further discussion with the Finance Committee, it was recommended that the Tentative Budget's Banked Cap amount be reduced by \$126,545 (from \$350,000) which thereby reduces the Tax Levy.

Mr. Marasco reviewed each of the advertised accounts' appropriation reductions and revenue reduction, totaling \$126,545. Relative to the \$53,295, which falls within regular instruction, a portion of this was reallocated to the ESSER Grant, mentoring stipends of \$5,950 were added back in and \$11,245 of various furniture was removed. There was a reduction to media services of \$2,750, for a small reduction in catalog updates. Additionally, \$6,000 for professional speakers was removed in the staff training services category. With respect to Operations and Plant, \$7,500 was reallocated to the ESSER Grant, \$6,000 was removed for facade cleaning and \$21,000 of additional security doors hardware expansion was removed. Lastly, under the equipment category, three (3) custodial floor scrubber machines have been removed for a total reduction of \$30,000. Mr. Marasco added that the changes are not reflected in the advertised budget that was recently published before this Public Hearing, but will be reflected in the final budget and User-Friendly Budget.

The User-Friendly budget and this presentation will be available on the District website within forty-eight (48) hours after adoption of the '23-24 Proposed Budget this evening.

Kevin O'Connor provided some insight on the committee perspective on how the '23-24 budget was derived.

President Tormey encouraged Board members who have questions or comments regarding the Budget Presentation to present them at this time.

Brenna Dillon made a brief statement regarding the budget and addressed certain posts on facebook.

Amy Dimes commented on the budget and addressed the Business Office Analyst position and her support for the budget and the proposed position.

COMMUNICATIONS

COMMUNICATIONS

Date	From	To	Subject
4/25/23	Maureen Staub	Board of Education	Use of Pickleball courts at CDMS when school is not in session
5/3/23	Brad Feigus	Board of Education	Vote no to the new budget
5/3/23	Barbara Feigus	Board of Education	Vote no to the new budget
5/3/23	Angelique Volpe	Board of Education	Vote no on the school budget, legal action regarding IEP or special need students, revisit policy 5756, expedite the roll out of virtual BOE meetings
5/3/23	Hema Vyas	Board of Education	Not in agreement with budget or adding a new administrator
5/3/23	Jessica Killick	Board of Education	Vote no on the school budget
5/3/23	Jessica Dugo	Board of Education	Vote no on the school budget
5/3/23	Jami Diana	Board of Education	Vote no on the school budget
5/3/23	Kimberly Margiasso	Board of Education	Vote no on the school budget
5/3/23	Desirae Pesce	Board of Education	Vote no to the new budget, opposes new administrator
5/3/23	Diana Weber	Board of Education	Vote no on the school budget
5/3/23	Dennis Corpora	Board of Education	Vote no on the school budget

REPORT OF PRESIDENT – Mrs. Heather Tormey

PRESIDENT'S REPORT

President Tormey reported:

- Thanked Dr. Garibay, Mr. Marasco, Mr. O'Connor, Mrs. Kramer, Ms. DeNoia and the staff of our district for the time and contributions made in arriving at the budget presented this evening. It was through hours of meetings, discussions, emails, and

questions by Board members and the Administration, that we were able to arrive at a budget that focuses on student growth and district efficiency.

- Monday the district celebrated National Administrators Day. On behalf of the Board of Education, she extended appreciation to the administrators who continue to work tirelessly to ensure that the needs of the students and staff are met. Looking ahead to next week, she extends thanks and appreciation to all of the Colts Neck teachers as they are celebrated during Teacher Appreciation Week beginning Monday, May 8th.
- May is Mental Health Awareness Month, which focuses on continuing to bring importance to mental health and the resources available to support it. Proud to recognize that here in Colts Neck we have a Guidance Counselor at each of our three (3) schools who create positive and inviting atmospheres where the students can go confidently when they are in need of support or just need to have a quiet space to reflect. Additionally, the district continues to offer and include a mindfulness approach.
- Noted that among the many items on the agenda this evening the Superintendent is recommending a resolution which supports Bill S3203/ A4835 which removed the commercial license requirement from school bus drivers. As this Board has discussed on many occasions, although the district is in the fortunate position of owning its own buses, it finds itself, along with many other districts, struggling to hire drivers and the intent of this Bill is to alleviate that stress and therefore is a worthy resolution deserving of the Board's support.

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 to be determined.

Communications Committee:

Chairperson: Amy Dimes

Committee Members: Heather Tormey, John Camera

Administrator: Philip J. Capasso III

- Amy Dimes reported that the committee met on April 26th.
- Discussed 'Wait until 8th' assembly and how to work with the Advocacy committee on continuing the conversation. The 'Wait until 8th' presentation has been uploaded to the District's YouTube channel
- Discussed different ways to communicate with the greater community; working on some things to invite the community to subscribe to newsletters, working with the Township Committee to have something on their website, etc.
- Another topic of discussion was the Newsletter for the Senior Community and the

next Board newsletter.

- Recap of the Coffee Chat held on April 24th; the topic that evening was facilities, Mr. Moretta and the representative from DCO, the ESCO company, were present to discuss the ESIP; ROD grants were talked about.
- Reviewed the Communication Plan; the committee will update the plan to include some of the timelines and dates discussed with respect to the Coffee Chats and the newsletters and it will be circulated out to the Board.
- Continued the discussion on the Communication Officer position; although this was not included in the '23-24 budget, the committee will continue to frame out what the responsibilities of the position would look like for a future budget item.
- The committee continued discussions regarding recording possibilities. The committee reviewed the proposals obtained from companies for recording equipment, noting it was too costly and unbudgeted. The committee decided to do a trial recording of the Board meeting this evening using the existing audio-recording device and will see how well that works, what the quality is and will attempt to upload the recording to the website.

Curriculum Committee:

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

- Heather Tormey reported that the committee has not met.

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 April 27th; the main topic was the '23-24 Budget.
- Another item discussed was the withdrawal from Impact Aid. Mr. O'Connor noted that this is on the agenda this evening. This withdrawal will cover several items, i.e. architect services relating to the submission of the applications for ROD Grants, updating the LRFP and the ESIP verification services.
- The next meeting is to be determined.

Policy Committee:

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

- Alison DeNoia reported that the committee met on April 24th; minutes have been disseminated.
- Committee discussed eight (8) policies and regulations, which are on this evening's agenda for a first reading. These are Strauss Esmay updates that are required.
- Discussed 5756 - Transgender Students with proposed language from Mrs. Ramirez for consideration under the current "Student-Centered Approach" section of the current policy. The majority of the committee was in agreement with the language submitted for consideration which, if changed, would require staff to work with students to develop a communication plan that notifies parents/guardians. Ms. DeNoia read the proposed language for those in attendance at the meeting. Additionally, the majority of the Committee was also in agreement that, at this time, the focus of any change to the current policy would focus on language that relates to parent notification and communication only. Dr. Garibay will be sending the new proposed language to the Board Attorney for review. Additionally, the committee scheduled a meeting with Dr. Garibay, Dr. Rigby, Principal of Cedar Drive Middle School, Dr. Beck, Director of Special Services, and Mrs. Hums, Cedar Drive School Counselor to have further consultation and discussion on the proposed change.
- The committee met yesterday with Dr. Rigby, Dr. Beck and Mrs. Hums and engaged in a discussion on the proposed changes to the policy. The staff members provided valuable insight into the current practices and protocols relating to communication with parents. These staff members were also invited to share with the committee questions about the proposed language. Dr. Gariaby and members of the committee will now review their feedback for further consideration and seek additional legal counsel for clarification on some questions raised during the meeting. At the conclusion of the meeting, the Committee was in agreement that Dr. Garibay will prepare a draft revision of the policy and share it with the full board in advance of the May 24th meeting.

Ad-Hoc Advocacy 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 met on April 28th.
- Discussed S3203 which permits the holder of a type S school bus certificate to operate a type S school bus; the committee was in support of the resolution being added to the agenda this evening.
- Had a follow-up conversation regarding the 'Wait until 8th' presentation. Discussed the next steps for hosting another Coffee Chat with that as the topic

next school year. Dr. Garibay pointed out that the Stokes Trip does not allow cell phones for students. Discussed interest in a follow-up survey for students on how time away from phones made them feel.

- Discussed making the Committee a standing Board committee; a formal request is being made this evening that the Ad Hoc Advocacy be transitioned into a standing Board of Education Committee. Dr. Garibay is going to look into the language that is needed to update the appropriate Bylaw. The Committee is also recommending that the title be changed to "Advocacy and Parental Relations."
- The next meeting is to be determined.

Board Member Liaisons:

Amy Dimes - Colts Neck PTO:

- Teacher Appreciation Week is coming up; very excited to celebrate teachers and staff and support staff.
- Discussion regarding the Legacy Gift. All money that is raised by the PTO goes directly back into the schools. The biggest giveback is in the form of a Legacy Gift.
- Student activities are well under way.
- The Board is looking for additional members; please pass the word on to your friends who would like to get involved.

Heather Tormey - Colts Neck Township Committee:

- Summer camp registration is open; details and costs can be found on the Township website.
- Saturday, May 6th from 7am - 1pm is recycling day, located on Shafto Road in Tinton Falls.
- Check the website to see the dates and rules associated with brush collection
- May 29th 10am is the bike decorating contest; busing will be provided.
- Colts Neck Community Band will be playing at CNHS on May 11th.
- Celebration of July 4th fireworks is scheduled for 6pm on July 3rd at Bucks Mill Park.
- Music in the Park - Colts Neck Sounds of Summer Concert Series; the flyer is located on the Township website.
- August 10th Colts Neck Got Talent.

Alison DeNoia - Colts Neck Township Senior Citizens:

- No report

State & County School Boards Association Representative:

Alison DeNoia

- Attending the County SBA meeting tomorrow and NJSBA Delegate Assembly on May 13th.

SUPERINTENDENT'S REPORT

Dr. Garibay reported as follows:

- Thanked the members of the Finance Committee and the Board of Education for staying engaged in the conversation, your dedication is truly appreciated.

- Thanked Mr. Marasco, the staff of the Business Office and all of your hard work, time and effort does not go unnoticed or unappreciated.
- Last week was Administrative Assistants Day; thank you for all that you do.
- Monday was National Principal Appreciation Day; so lucky to have three of the best!
- June 14th The Board will be having a student celebration and recognition program and will also be honoring our Teachers and Educational Service Professionals of the Year and our retirees.
- May 24th the Board will honor Ryan Brush, Eagle Scout, who will be in attendance to present his process and the completed Gaga Pit.
- Thanked the Township and the CN Police Department for their partnership; on Friday our 5th graders completed the L.E.A.D. Program.
- Happy to report that there are 108 students registered for Summer Bridge this year. Student performances will be held.
- Next week is Teacher Appreciation Week; on a daily basis our teachers are nothing short of extraordinary; so proud of all of our teachers.

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
4/16/23 - 4/30/23	0	0

COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

- Olivia Santasiero, Freehold Township and teacher at CRES - expressed concern about ceiling conditions in her classroom and her belief it may stem from a roof leak that presents health and safety concerns. She also commented that the microphone system in the CRES cafeteria is not adequate; there have been a lot of issues. She commented that she believes the district should invest in a high quality mic-system.
- Angelique Volpe, 8 Lindy Lane - commented that she would like to follow up on the communication sent today (1) removal of the police presence at Board meetings, and (2) decision on virtual Board of Education meetings. Additionally she commented that she was happy to hear that the Policy Committee is revisiting the language of Policy 5756 - Transgender Students. Mrs. Volpe then addressed the statement made by Mrs. Dillon.

ACTION ITEMS

1. It was moved by Alison DeNoia, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the acknowledgement that there is no Superintendent’s Action for HIB/Non-HIB investigations, as reported at its meeting of

ACKNOWLEDGMENT
 OF NO ACTION BY
 SUPERINTENDENT

April 19, 2023 for the period commencing April 1, 2023 through April 15, 2023 wherein no incidents were reported.

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

No: None

Absent: None

2. It was moved by Alison DeNoia, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the amendment to the resolution adopted at the March 15, 2023 Regular Meeting, approving the out-of-district placement for the 2022-2023 School Year, beginning February 7, 2023, as indicated below:

2022-2023 SCHOOL
YEAR OUT-OF-
DISTRICT
PLACEMENT

Student #	School	Tuition
20311733	Rutgers, The State University of NJ - University Behavioral Health Care	\$417.00 Per Diem Rate

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

No: None

Absent: None

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

RESOLUTION IN
SUPPORT OF
S3203/A4835

IN SUPPORT OF S3203/A4835 - BILLS WHICH PERMIT THE HOLDER OF A
TYPE S SCHOOL BUS CERTIFICATE TO OPERATE A TYPE S SCHOOL
BUS TO TRANSPORT CHILDREN TO AND FROM SCHOOL WITHOUT
OBTAINING A COMMERCIAL DRIVER LICENSE.

WHEREAS, school district budgets are strained from unexpected increases in transportation costs; and

WHEREAS, the costs associated with hiring, training and retaining school bus drivers with the requisite commercial driver licenses (CDLs) has also risen significantly; and

WHEREAS, there exists a national shortage of qualified drivers possessing CDLs; and

WHEREAS, the shortage of school bus drivers with CDLs has severely impacted the ability of local districts across the state to meet the demand for adequate bus services to district students.

NOW, THEREFORE, BE IT RESOLVED, that the Colts Neck Board of Education in the County of Monmouth call upon the New Jersey State Legislature to immediately pass the aforementioned bill(s), and be it further

RESOLVED, that the Colts Neck Board of Education in the County of Monmouth urge the Governor to sign this legislation upon legislative approval; and be it further

RESOLVED, that a copy of this resolution be forwarded to Governor Murphy, State Treasurer Muoio, Senate President Scutari, Assembly Speaker Coughlin, Senator Vin Gopal, Assemblywoman Kim Eulner, Assemblywoman Marilyn Piperno, and the New Jersey Association of School Business Officials

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

No: None

Absent: None

BUILDINGS AND GROUNDS/SAFETY AND SECURITY

None

CURRICULUM

1. It was moved by Brenna Dillon, 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: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: None

FINANCE

1. It was moved by Kevin O'Connor, seconded by Alison DeNoia and carried on a roll call vote to approve the following resolution:

ADOPTION OF THE
2023-24 SCHOOL
BUDGET AND TAX
LEVY

WHEREAS, the Colts Neck Board of Education adopted a Tentative Budget on March 21, 2023 and a readopted Tentative Budget on April 19, 2023, and submitted it to the Executive County Superintendent of Schools for approval, and

WHEREAS, the Tentative Budget was approved by the Executive County Superintendent of Schools on April 20, 2023; and

WHEREAS, the Tentative Budget was advertised in the legal section of the Asbury Park Press on April 28, 2023; and

WHEREAS, the Tentative Budget was presented to the public during a public hearing held in Administration Building, 70 Conover Road, Colts Neck, NJ on May 3, 2023.

WHEREAS, the Colts Neck Board of Education has now determined to make modifications to the Tentative Budget as follows:

Budget Line	Description	Tentative Budget	Final Budget	Change	Explanation
100	Local Tax Levy	\$24,837,137	\$24,710,592	(\$126,545)	Reduction
3200	Reg.Programs	\$ 7,599,408	\$ 7,546,113	(\$ 53,295)	Net Reallocation, reductions, addition.
43620	Edu.Media Svcs	\$ 292,659	\$ 289,909	(\$ 2,750)	Reductions
44180	Instr.staff training.	\$ 59,786	\$ 53,786	(\$ 6,000)	Reductions
51120	Oper./Maint of plant	\$3,559,051	\$3,524,551	(\$ 34,500)	Reductions
75880	Equipment	\$ 53,000	\$ 23,000	(\$ 30,000)	Reduction
TOTAL				(\$126,545)	

BE IT FURTHER RESOLVED that the Colts Neck Board of Education includes in the proposed budget the adjustment for increased costs of health benefits in the amount of \$168,384. The additional funds will be used to pay for the additional increases in health benefit premiums; and

BE IT FURTHER RESOLVED that the Colts Neck Township Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.1(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$223,455 for purposes of meeting increased Special Education costs. The district intends to complete said purpose by June 2024; and

BE IT FURTHER RESOLVED that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$200,000 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for school facilities as reported in the district's Comprehensive Maintenance Plan pursuant to N.J.A.C. 6A:26-20.5.; and

BE IT FURTHER RESOLVED that the general fund appropriations include a \$93,034 withdrawal from the Emergency Reserve Account to offset costs for the purchase of new security cameras to improve school security in the district; and

BE IT FURTHER RESOLVED that the general fund appropriations include a \$515,002 withdrawal from the Federal Impact Aid Reserve Account for the purpose of financing the district's General Fund in a manner consistent with federal law and P.L.2015, Chapter 46; and

NOW THEREFORE, BE IT RESOLVED that in consideration of the above, the Colts Neck Board of Education hereby adopts the following final budget for SY 2023-2024:

	General Fund	Special Revenue Fund	Debt Service Fund	Total
2023-2024 Total Expenditures	\$ 29,518,604	\$283,035	\$ 1,673,400	\$ 31,475,039
Less: Anticipated Revenues	\$ 4,808,012	\$283,035	\$ 11	\$ 5,091,058
Taxes to be Levied	\$ 24,710,592	\$ -	\$ 1,673,389	\$ 26,383,981

John Camera made a brief statement.

Yes: Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Kevin O'Connor and Heather Tormey

No: John Camera, Jessica Ramirez and Andrew Rytter

Absent: None

2. It was moved by Kevin O'Connor, seconded by Alison DeNoia and carried on a roll call vote to approve the following resolution:

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

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

WHEREAS, a Board of Education may establish, for regular district business travel as defined in N.J.A.C. 6A:23A-1.2, which includes attendance at regularly scheduled

TRAVEL AND
RELATED EXPENSE
REIMBURSEMENT
FOR 2023-24
SCHOOL YEAR

in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Colts Neck Township Board of Education has established \$57,313 as the maximum travel amount for the current school year and has expended \$18,557 as of this date;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$48,430 for all staff and board members for the 2023-24 school year.

Jessica Ramirez requested clarification on how the maximum expenditure of \$48,430 was established, since the district only spent \$18,557 last year. Mr. Marasco and Dr. Garibay responded.

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

No: John Camera

Absent: None

3. It was moved by Kevin O'Connor, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the withdrawal of \$16,500 from Federal Impact Aid Reserve fund balance, pursuant to P.L.2015, Chapter 46 (18A:7F-41(c.)(3), and the appropriation of said funds, effective April 30, 2023, as follows:

WITHDRAWAL FROM
FEDERAL IMPACT AID
RESERVE

Account #	Description	Amount
12-000-400-334	LRFP Updating services	\$ 7,000.00
12-000-400-334	ROD Grant submission srvcs.	\$ 3,000.00
12-000-400-334	ESIP 3rd Party Verification srvcs.	\$ 6,500.00
	TOTAL:	\$16,500.00

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

No: None

Absent: None

4. It was moved by Kevin O'Connor, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the appropriation of \$37,113 of 2021-2022 NJ

APPROPRIATION OF
2021-2022
EXTRAORDINARY

State Extraordinary Aid to increase the following budgetary accounts, effective April 30, 2023, in accordance with N.J.A.C. 6A:23A-13.3(d):

Budgetary Account	Description	Amount
11-000-100-566	Tuition to Rutgers Day School	\$37,113.00
	TOTAL::	\$37,113.00

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

No: None

Absent: None

POLICY

- It was moved by Alison DeNoia, seconded by Andrew Rytter 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-8)

FIRST READING
OF POLICIES AND
REGULATIONS

Attachment # P-1	P2415.04 - Title I - District-Wide Parent and Family Engagement
Attachment # P-2	P8140 Student Enrollments
Attachment # P-3	R8140 - Enrollment Accounting
Attachment # P-4	P8330 - Student Records
Attachment # P-5	R8330 - Student Records
Attachment # P-6	Bylaw 0152 - Board Officers
Attachment # P-7	Bylaw 0161 - Call, Adjournment, and Cancellation
Attachment # P-8	Bylaw 0162 - Notice of Board Meetings

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

No: None

Absent: None

NEGOTIATIONS

None

TRANSPORTATION

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

COORDINATED
TRANSPORTATION
SERVICES WITH

ESCNJ

BE IT RESOLVED that the Colts Neck Board of Education approve participation in coordinated transportation with the Educational Services Commission of New Jersey (“ESCNJ”) for the 2023-24 school year, which is on file in the Office of the Business Administrator.)

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

No: None

Absent: None

PERSONNEL

1. It was moved by Tracy Kramer, 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
Kiera Kulaga	Math Teacher/Cedar Drive Middle School	7/1/23
Claudia Luongo	Art Teacher (.5) Conover Road Elementary School	7/1/23

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

No: None

Absent: None

2. It was moved by Tracy Kramer, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the employment and salaries of certificated and support staff members for the 2023-2024 school year. (Attachment # PSL# 1 - PSL# 7): 2023-2024 SALARIES
CNTEA
CERTIFICATED AND
SUPPORT STAFF
MEMBERS

Revised Attachment # PSL - 1	Certificated Staff
Attachment # PSL - 2	Instructional Assistants
Attachment # PSL - 3	Kindergarten Instructional Assistants
Attachment # PSL - 4	Lunch-Recess Aides
Revised Attachment # PSL - 5	Transportation Aides
Attachment # PSL - 6	Computer Application Support Specialists
Revised Attachment # PSL - 7	School Secretaries

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

Jessica Ramirez, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: None

3. It was moved by Tracy Kramer, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the employment and salaries of administrative staff members for the 2023-2024 school year.(Attachment # PSL-8):
- 2023-2024 SALARIES
CNTAA STAFF
MEMBERS

Revised Attachment #PSL - 8	Administrators
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Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: None

4. It was moved by Tracy Kramer, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the additional pay to the following staff member to accompany student # 20261081 participating in the Art Club at Conover Road Elementary School afterschool program, for each session to run Sixty (60) minutes, as indicated below:
- ADDITIONAL PAY:
INSTRUCTIONAL
ASSISTANT

Name/Location	Step/ Hourly Rate	Total Amount Per Session	Number of Sessions	Total Amount Not to Exceed
Karen Blaser/Conover Road Elementary School	10/\$16.21	\$16.21	6	\$97.26

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

No: None

Absent: None

5. It was moved by Tracy Kramer, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the amending of the resolution adopted at the February 8, 2023 regular meeting of the employment of the following individual as a Long-Term Substitute Teacher during the 2022-2023 school year, as indicated below:
- AMENDED
EMPLOYMENT:
LONG-TERM
SUBSTITUTE
TEACHER
2022-2023 SCHOOL
YEAR

Name	Position/ Location	Effective Dates From	Effective Dates To	Salary
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*Brenna Bonner (Replacing Mary Donofrio, who is on a leave of absence)	Long-Term Substitute Teacher Conover Road Primary School	2/21/23 – 6/22/23	2/21/23 – 6/20/23	\$245 Per Day
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Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez, Andrew Rytter, Kevin O’Connor and Heather Tormey

No: None

Absent: None

6. It was moved by Tracy Kramer, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the amendment of the resolution adopted at the April 5, 2023 Regular Meeting for the following Cedar Drive Middle School staff member to serve as a chaperone for the following Cedar Drive Middle School event during the 2022-2023 school year, at an amount not to exceed \$80 for each staff member, as indicated below:

AMENDED CEDAR
DRIVE MIDDLE
SCHOOL
CHAPERONES:
2022-2023 SCHOOL
YEAR

Name From	Name To	Event	Date
Karla Parnagian	Anthony Higuera	School Dance	4/20/23

It was moved by Tracy Kramer, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve Kiera Kulaga, Teacher at Cedar Drive Middle School, to serve as additional chaperone for the Cedar Drive Middle School School Dance on April 20, 2023 during the 2022-2023 school year, which was approved at the April 5, 2023 regular meeting, at an amount not to exceed \$80 for each staff member.

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

No: None

Absent: None

7. It was moved by Tracy Kramer, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the following Cedar Drive Middle School staff member to serve as an additional advisor to the Cedar Drive Middle School Spring After-School Intramural Program, approved at the April 5, 2023 Regular Meeting, for the 2022-2023 school year, once a week, at an hourly rate of \$47, with each session to run ninety (90) minutes, at an amount not to exceed \$70.50 per session, as indicated below:

2022-2023 SCHOOL
YEAR SPRING
ADDITIONAL
AFTER-SCHOOL
INTRAMURAL
PROGRAM
ADVISORS:
CEDAR DRIVE
MIDDLE SCHOOL

		Number of	Total Amount
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Name	Activity♦	Sessions	Not To Exceed
Kiera Kulaga	Robotics Intramural	9	\$634.50

♦ An individual activity will only run if the required minimum number of students sign up for the activity.

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

No: None

Absent: None

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

REASSIGNMENT OF
CERTIFICATED STAFF
FOR 2023-2024
SCHOOL YEAR

Name	Effective Dates	From	To
		Position/Location	Position/Location
Katherine Tappan-Verderosa	9/1/23 - 6/30/24	(.80) Speech Language Specialist Conover Road Elementary School	(Full Time) Speech Language Specialist Conover Road Elementary School

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

No: None

Absent: None

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

REASSIGNMENT OF
SECRETARY FOR
2023-2024 SCHOOL
YEAR

Name	Effective Dates	From	To
		Position/Location	Position/Location
Dawn DeLuca	9/1/23 - 6/30/24	(.50) Guidance Secretary Cedar Drive Middle School	(Full Time) Guidance Secretary Cedar Drive Middle School

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

No: None

Absent: None

NEW BUSINESS/WORK SESSION AGENDA

- Alison DeNoia commented that the upcoming Community Band concert will be awesome. Also mentioned that the Lion's Club will be holding the Kentucky Derby event at Bucks Mill this Saturday, from 3:30 to 7:00pm; this is an adult only event.

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

No Executive Session was held.

ADJOURNMENT

It was moved by Alison DeNoia, seconded by Brenna Dillon 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, Andrew Rytter, Kevin O'Connor and Heather Tormey

No: None

Absent: None

REFERENCE SHEET	
Attachment # C-1	Reimbursable Expenses
Attachment # P-1	P2415.04 - Title I - District-Wide Parent and Family Engagement
Attachment # P-2	P8140 Student Enrollments
Attachment # P-3	R8140 - Enrollment Accounting
Attachment # P-4	P8330 - Student Records
Attachment # P-5	R8330 - Student Records
Attachment # P-6	Bylaw 0152 - Board Officers
Attachment # P-7	Bylaw 0161 - Call, Adjournment, and Cancellation
Attachment # P-8	Bylaw 0162 - Notice of Board Meetings
Revised Attachment # PSL-1	Certificated Staff
Attachment # PSL-2	Instructional Assistants
Attachment # PSL-3	Kindergarten Instructional Assistants
Attachment # PSL-4	Lunch-Recess Aides
Revised Attachment # PSL-5	Transportation Aides

Attachment # PSL-6	Computer Application Support Specialists
Revised Attachment # PSL-7	School Secretaries
Revised Attachment # PSL-8	Administrators

BOARD MEETINGS*			
May 24, 2023	July 19, 2023	September 6, 2023	October 18, 2023
June 14, 2023	August 9, 2023	September 20, 2023	November 1, 2023
June 28, 2023	August 23, 2023	October 4, 2023	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.

NOTEWORTHY DATES		
2023		
Thursday	May 25	Short Session Day - Students/Full Day Staff Full Day - Staff with In-Service After Student Dismissal (Afternoon)
Friday	May 26	Memorial Day - Schools/Central Office Closed
Monday	May 29	Memorial Day – Schools/Central Office Closed
Monday	June 19	Short Session Day - Students/Full Day Staff
Tuesday	June 20	Short Session Day - Students & Staff Last Day of School Cedar Drive Middle School Graduation

Respectfully Submitted,
Vincent S. Marasco
Vincent S. Marasco
School Business Administrator/Board Secretary