

**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.*

**MINUTES:** For the Meeting of the Board of Education, **October 12, 2022**, 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

Boar President Danielle Alpaugh called the meeting to order at 7:05 p.m. One member of the public was present.

## ROLL CALL

ROLL CALL

Board Members Present: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

Board Members Absent: Brenna Dillon and Jacquelyn Hoagland

## 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 15, 2022 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 Alpaugh led the Flag Salute and Marian Caster read the Mission Statement.

## APPROVAL OF MINUTES

APPROVAL OF  
MINUTES

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

Meeting
August 31, 2022 Regular Meeting Minutes
August 31, 2022 Executive Session Minutes
September 7, 2022 Regular Meeting Minutes
September 7, 2022 Executive Session Minutes

Yes: Marian Castner (9/7/22 Regular & Executive), Alison DeNoia, Amy Dimes, Tracy Kramer, Heather Tormey and Danielle Alpaugh

No: None

Abstain: Marian Castner (8/31/22 Regular & Executive) and Kevin O'Connor

Absent: Brenna Dillon and Jacquelyn Hoagland

## PRESENTATION

PRESENTATION

1. Dr. Colin Rigby, Principal Cedar Drive Middle School & 8th Grade Students from Cedar Drive Middle School Students - Reflections & Feedback on Trip to Stokes State Forest

## COMMUNICATIONS

COMMUNICATIONS

Date	From	To	Subject
10/2/22	Kevin M. O'Brien	Board of Education	Request for Cost Analysis /Per Pupil Expenditure

## REPORT OF PRESIDENT – Mrs. Danielle Alpaugh

PRESIDENT'S  
REPORT

President Alpaugh reported:

- The first Coffee Chat is scheduled for October 19th at 6pm in the Administration Building.
- The CNTEA is hosting a Meet the Candidates night on October 13th at 6:30 p.m. at Conover Road Primary School.
- Discussed possibility of moving December 14th Board meeting to December 13th; requested Board members to check their calendars and let her know by Friday. The December meeting will likely start at 6pm.

## COMMITTEE REPORTS

COMMITTEE  
REPORTS

### Buildings & Grounds/Safety & Security Committee:

Chairperson: Tracy Kramer

Committee Members: Marian Castner, Brenna Dillon, Kevin O'Connor

Administrator: Vincent Marasco

- Tracy Kramer reported that the committee met on September 28th.
- Mr. Osmond attended the meeting as the School Safety Specialist; discussed emergency drills and certain safety protocols for the district.
- The Emergency Responders meeting is scheduled for 10am on Friday, October 14th.
- Access control system implementation is progressing.
- Facilities Manager, Nick Moretta reviewed the work his department completed over the summer including purging of junk across the district; revitalizing floors; landscaping and mulching of playgrounds; power washed exterior of buildings; replaced water heater at CRES. He also noted that a drainage issue at the

Administration Building was addressed over the summer.

- Mr. Marasco discussed the RFP for the ESCOs; a pre-proposal meeting already took place. He also reviewed the draft wastewater treatment plant conditions report with the committee.
- Dr. Garibay noted that the interview for the new SLEO III Officer for the Conover Road Campus has already taken place; it is anticipated he will start on November 1st.
- Dr. Garibay further discussed the distribution and use of key fobs.
- Alison DeNoia inquired as to the status of the 'Gaga' pit that was to be constructed by an Eagle Scout; Dr. Garibay indicated that Mr. Moretta is working directly with the student.
- The next meeting is TBD.

Communications Committee:

Chairperson: Amy Dimes / Heather Tormey  
Committee Members: Alison DeNoia, Kevin O'Connor  
Administrator: Philip J. Capasso III

- Amy Dimes reported that the committee has not met since the last meeting.
- Coffee Chat coming up on October 19th. RSVPs will be required.
- The next meeting is TBD.
- Danielle Alpaugh recognized Amy Dimes for getting the Newsletter out.

Curriculum Committee:

Chairperson: Marian Castner  
Committee Members: Danielle Alpaugh, Alison DeNoia, Tracy Kramer  
Administrator: Erica Reynolds

- Marian Castner reported that the committee met on October 3rd; minutes are available.
- Lysa Cook, Literacy Coach and Tina Kennis, new Math Coach gave presentations analyzing data for the district.
- Dr. Garibay announced that the County is launching a coaching program and Colts Neck has been identified as a model district.
- Reviewed student performance data.
- The next meeting is November 2nd.

Finance/Negotiations Committee:

Chairperson: Marian Castner  
Committee Members: Danielle Alpaugh, Jacquelyn Hoagland, Tracy Kramer,  
Administrator: Vincent Marasco

- Marian Castner reported that the committee met on October 11th.
- Mr. Marasco discussed the request to appropriate Extraordinary aid funds to the budget;
- Discussed the Tennis Courts and the possibility of allowing use by community; the

committee has referred this to the Policy Committee to review the Facilities Use policy.

- The committee reviewed the proposal submitted by the CNTAA; more information will be provided in Executive Session this evening.

Policy Committee:

Chairperson: Jacquelyn Hoagland

Committee Members: Alison DeNoia, Brenna Dillon, Amy Dimes

Administrator: Dr. MaryJane Garibay

- Dr. Garibay reported that the committee met on October 7th.
- No further information to report.

Ad-Hoc Advocacy Committee:

Chairperson: Brenna Dillon

Committee Members: Danielle Alpaugh, Alison DeNoia, Heather Tormey

Co-Administrators: Dr. MaryJane Garibay and Dr. Richard Beck

- Danielle Alpaugh shared this week's public service announcement - According to studies done by cyberbullying.org one (1) in five (5) tweens 9-12 yrs old have been cyberbullied and one (1) in five (5) tweens have witnessed cyberbullying. A study published by the American Academy of Pediatrics has found that grade school students who own cell phones are more likely to be cyberbullied.

Board Member Liaisons:

Amy Dimes - Colts Neck PTO

- Trunk or Treat on October 29th at Five Points Road 1-3 pm
- Finished membership drive but anyone can be a member at any time, even those who do not have students in school can sign up as staff.
- 50% participation from staff and 50% from parents; PTO would like to see it higher.
- PTO Gala - March 30th; Theme will be revealed at the next BOE meeting.
- Harlem Wizards coming back - November 14th; over 40-50 staff members volunteering
- PTO Parent Social at Stillhouse on October 20th
- Visit the PTO website for more information

Heather Tormey - Colts Neck Township Committee

- Colts Neck Business Association presenting Community Day on October 16th at Fire Company #1
- Brush pickup for Zones 3 or 4 October 17th and 24th

Danielle Alpaugh - Colts Neck Township Senior Citizens

- No Report

State & County School Boards Association Representative:

Brenna Dillon

- November 3rd is the next Monmouth County Meeting

## SUPERINTENDENT'S REPORT

Dr. Garibay reported as follows:

- Educator/speaker Gerry Brooks presented for our Professional Development day on Monday, October 10th; feedback from staff was wonderful.
- S.U.S.H.I. Club started yesterday at CRES; a partnership program with the Board of Freeholders (1) exposing CN students to greenhouses and planting; and (2) partnering with urban districts with students their own age - this year Neptune City.
- Noted that at the Monmouth County Meeting on September 29th at CN Inn the Keynote speakers were Jeff Gale and Thomas Gambino, NJDOE, Office of School Preparedness and Emergency Planning; primary focus of conversation were the required threat assessment teams which need to be in place by next school year and the training that will be required. Jeff Gale will be in attendance at the next Admin Team Meeting on November 7th.
- Attended the Acting Commissioner of Education's Convocation on Thursday; one of the talking points surrounded the implementation of the Start Strong Assessment, which took place this year and last year. Since we were not required to administer NJSLA for two years during Covid, the State had to apply to the Federal Government for a waiver because it is tied to funding. A waiver was put in place during Covid which allowed districts to administer the Start Strong Assessment which was optional. It became mandatory last year. Inquired what the need was to administer the Start Strong Assessment when NJSLA was administered in the Spring. The response that was received was that it was addressing regression over the summer. It was noted that the NJDOE will continue to revisit moving forward.
- There are conversations coming down from NJDOE that districts will be required to provide universal PreK; it is believed that this will be rolled out in accordance with socioeconomic status.

## 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
9/16/22 - 9/30/22	0	0

## COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

None

## ACTION ITEMS:

1. It was moved by Kevin O'Connor, seconded by Heather Tormey 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

September 21, 2022, for the period commencing September 1, 2022 through September 15, 2022 wherein no incidents were reported.

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

2. It was moved by Kevin O'Connor, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the tuition contracts between the Colts Neck Board of Education ("Sending District") and the Middletown Board of Education ('Receiving District') for the following students for the 2022-23 School Year, commencing September 6, 2022, and in accordance with N.J.A.C. 6A:17, Education for Homeless Children and Students in State Facilities, as indicated below:

TUITION  
CONTRACTS:  
2022-23 SCHOOL  
YEAR

Student #	School	Tuition	Extraordinary Costs
20230455	Bayshore Middle School	\$ 16,176.00	N/A
20250462	Bayshore Middle School	\$ 16,176.00	N/A

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

3. It was moved by Kevin O'Connor, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the out-of-district placement for the 2022-23 School Year (10 Months), as indicated below:

2022-23 SCHOOL  
YEAR OUT-OF-  
DISTRICT  
PLACEMENT

Student #	School	Tuition	Extraordinary Costs
20230750	Collier School	\$60,788.00	N/A

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

4. It was moved by Kevin O'Connor, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the following field trips, as indicated below:

FIELD TRIPS:  
2022-2023 SCHOOL  
YEAR

Participants	Trip / Location	Dates
Preschool students/ Conover Road Primary School	Eastmont Orchards, Colts Neck, NJ	10/7/22 10/14/22
First Grade students/ Conover Road Primary School	Colts Neck Library, Colts Neck, NJ	10/14/22

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

5. It was moved by Kevin O'Connor, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the following STEM luncheon and guest speakers, as indicated below:

STEM LUNCH &  
GUEST SPEAKERS:  
2022-2023 SCHOOL  
YEAR

Guest Speaker	Location	Dates
Jillian Hubbard Laura Newman Emma Thureau Katarina Evans Megan Henriquez Jessica Gunson Alice Rodriguez Audrey Choi Christina Scheling Dr. Nikki Daskalakis Lillian Burry Teri Kneler	Cedar Drive Middle School	10/21/22

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

6. It was moved by Kevin O'Connor, seconded by Heather Tormey and carried on a unanimous roll call vote to approve Emma Coe to serve as a volunteer for the STEM luncheon on October 21, 2022 at Cedar Drive Middle School

VOLUNTEER: STEM  
LUNCHEON 2022-2023  
SCHOOL YEAR

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor,



Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

7. It was moved by Kevin O'Connor, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the revision to the Colts Neck Board of Education's 403(b) tax sheltered retirement plan document to allow ROTH (after-tax) contributions to the plan as well as traditional (pre-tax) contributions.

REVISION TO 403(b)  
TAX SHELTER PLAN  
AND ADDITIONAL  
OFFERING OF 457(b)  
DEFERRED  
CONTRIBUTION PLAN

It was moved by Kevin O'Connor, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the addition to the Colts Neck Board of Education's retirement plan options to include a 457(b) Deferred Contribution Plan in conjunction with the currently available 403(b) tax sheltered retirement plan, thus offering "paired plans" where by employees can use either the 403(b) plan, the 457(b) plan, or both as desired.

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

## **BUILDINGS AND GROUNDS/SAFETY AND SECURITY**

None

## **CURRICULUM**

1. It was moved by Heather Tormey, seconded by Kevin O'Connor 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: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

2. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following staff member to serve as facilitator for the Connected Classroom Program for the 2022-2023 school

CONNECTED  
CLASSROOM  
PROGRAM: 2022-2023  
SCHOOL YEAR

year, at an hourly rate of \$52, for a total number of hours not to exceed 25 hours, for a total salary not to exceed \$1,300, as indicated below:

Staff Member	Position
Christine Doran	Facilitator

\*Funded by TITLE I

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

3. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following staff members to attend the Connected Classroom Program for the 2022 - 2023 school year, at an hourly rate of \$52, for a total number of hours not to exceed 40 hours for all staff members, for a total amount not to exceed \$2,080 for all staff members, as indicated below:

ATTENDEES  
CONNECTED  
CLASSROOM  
PROGRAM: 2022-2023  
SCHOOL YEAR

Staff Member	Location
Nicole Clancy	CRPS
Mary Alex Donofrio	CRPS
Pamela Isola	CRPS
Stephanie Kohn-Lukowitz	CRPS
Lisa Mastroianni	CRPS
Antoinette Pierro	CRPS
Tatyana Popel	CRPS
Michelle Weisbrot	CRPS

\*Funded by TITLE I

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

## FINANCE

1. It was moved by Kevin O'Connor, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the appropriation of \$102,184.15 of 2021-22 NJ State Extraordinary Aid to increase the following budgetary accounts, in accordance with N.J.A.C. 6A:23A-13.3(d):

APPROPRIATION OF  
2021-22  
EXTRAORDINARY  
AID

Budgetary Account	Amount
11-000-262-199-000-100-0	\$ 7,403.15
11-000-100-566-000-400-0	\$ 60,788.00
11-000-270-517-000-100-0	\$ 33,993.00
Total	\$102,184.15

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

## POLICY

- It was moved by Amy Dimes, seconded by Kevin O'Connor 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-3)

FIRST READING  
OF POLICIES AND  
REGULATIONS

<a href="#">Attachment #P-1</a>	Policy 5512 - Harassment, Intimidation, or Bullying
<a href="#">Attachment #P-2</a>	Policy 1643 - Family Leave
<a href="#">Attachment #P-3</a>	Policy 8530 - District Wellness Policy

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

## NEGOTIATIONS

None

## TRANSPORTATION

- It was moved by Alison DeNoia, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the School Bus Emergency Evacuation Drill Reports for the 2022-23 school year, as required by N.J.A.C. 6A:27-11.2, for Cedar Drive Middle School and Conover Road Primary School/Conover Road Elementary School, as documented in Attachment # T-1-T-2:

SCHOOL BUS  
EMERGENCY  
EVACUATION DRILL  
REPORT 2022-23  
SCHOOL YEAR

<a href="#">(Attachment # T-1)</a>	Cedar Drive Evacuation Drill Report
<a href="#">(Attachment # T-2)</a>	Conover Road Elementary School/

	Conover Road Primary School
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Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

## PERSONNEL

1. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the acceptance of the retirement of the following staff members, with regret, as indicated below: RETIREMENT

Name	Position/Location	Effective Date
Dr. Annemarie Delle Donne	School Nurse/Conover Road Primary School	1/1/23
Angela O'Gorman	Instructional Assistant/Conover Road Primary School	1/1/23

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

And

The Board expresses its appreciation and gratitude to Angela O'Gorman for her twenty (20) years of faithful service to the children and the district and further wishes her good health and much happiness during her retirement.

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

2. It was moved by Tracy Kramer, seconded by Kevin O'Connor 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
Derrick G. Reese	Maintenance Worker/District	10/15/22

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor,

Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

3. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the employment of the following individual for the 2022-23 school year, as indicated below:

EMPLOYMENT:  
INSTRUCTIONAL  
ASSISTANT  
2022-23 SCHOOL  
YEAR

Name	Position/Location	Effective Dates	Hours/Number of Days/Step/Hourly Rate/Salary
*Karen Blaser (Replacing Karen Blaser who resigned)	Instructional Assistant Conover Road Elementary School	10/17/22 - 6/30/23	6.75 Hours Daily 184 Days Step10 \$16.21 Per Hour \$20,133 Per Annum Prorated

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

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

4. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the medical disability leave for each of the following staff members during the 2022-23 school year, as indicated below:

MEDICAL DISABILITY  
LEAVE:  
2022-23 SCHOOL  
YEAR

Name/Position Location	Effective Dates	Medical Disability Leave
Gianine Ippolito/ Teacher/Conover Road Elementary School	10/24/22 - 11/4/22	FMLA – Paid With healthcare benefits (Using Sick Days from 10/24/22 through 11/4/22)
Sara Campbell/ Teacher/Cedar Drive Middle School	9/12/22 - 11/11/22	FMLA – Paid With healthcare benefits (Using Sick Days from 9/12/22 through 11/11/22)
Ryan Walker/ Teacher/Cedar Drive Middle School	10/7/22 - 10/31/22	FMLA – Paid With healthcare benefits (Using Sick Days from 10/7/22 through 10/31/22)

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

5. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following Cedar Drive Middle School staff members to serve as advisors to the Cedar Drive Middle School Fall After-School Intramural Program for the 2022-23 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:

FALL AFTER-SCHOOL  
INTRAMURAL  
PROGRAM  
ADVISORS:  
CEDAR DRIVE  
MIDDLE SCHOOL  
2022-23 SCHOOL  
YEAR

Name	Activity♦	Number of Sessions	Total Amount Not To Exceed
Krystyna Hubbard	Musical Theater Workshop	7	\$493.50
Carrie Zanyor	Eco-Explorers	7	\$493.50

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

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

6. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following Cedar Drive Middle School staff member to serve as an additional advisor to the Cedar Drive Middle School Fall After-School Club 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:

FALL  
AFTER-SCHOOL  
ADDITIONAL CLUB  
ADVISORS:  
CEDAR DRIVE  
MIDDLE SCHOOL  
2022-2023 SCHOOL  
YEAR

Name	Activity♦	Number of Sessions	Total Amount Not To Exceed
Christine Henbest	Homework Improvement Club	48	\$3,384

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

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

7. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following Cedar Drive Middle School staff members to serve as substitute advisors on an as needed basis to the Cedar Drive Middle School Homework Improvement Club 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:

FALL SUBSTITUTE  
HOMEWORK  
IMPROVEMENT  
CLUB ADVISORS:  
CEDAR DRIVE  
MIDDLE SCHOOL  
2022-2023 SCHOOL  
YEAR

Name	Number of Sessions
Suzanne Cooper	Substitute only as needed
Marissa Granato	Substitute only as needed
Joseph Truisi	Substitute only as needed
Christine Bakos	Substitute only as needed
Carrie Zanyor	Substitute only as needed

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

8. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following Cedar Drive Middle School staff members to serve as chaperones for the following Cedar Drive Middle School events during the 2022-23 school year, at an amount not to exceed \$80 for each staff member, as indicated below:

CEDAR DRIVE  
MIDDLE SCHOOL  
CHAPERONES:  
2022-23 SCHOOL  
YEAR

Name	Event	Date
Jessica Grippaldi	Cross Country	10/12/22
Kiera Kulaga	Cross Country	10/12/22
Elizabeth Rosenberg	Cross Country	9/30/22
Christine Bakos	Talent Show	10/20/22
Christine Henbest	Talent Show	10/20/22
Jessica Grippaldi	Talent Show	10/20/22
Jeffrey Brown	Talent Show	10/20/22
Krystyna Hubbard	Talent Show	10/20/22
Kathleen Godlesky	Cross Country	10/14/22
Carrie Zanyor	Cross Country	10/14/22
Marissa Granato	Cross Country	10/18/22
Jeffrey Brown	Cross Country	10/18/22
Carrie Zanyor	Cross Country	10/18/22
Carrie Zanyor	Cross Country	10/24/22
Jeffrey Brown	Cross Country	10/24/22

Marissa Granato	Cross Country	10/24/22
Kiera Kulaga	Cross Country	10/24/22
Jeffrey Brown	Cross Country All Star Meet	10/26/22
Laila Tlack	Cross Country All Star Meet	10/26/22
Karin Londono	Cross Country All Star Meet	10/26/22
Jessica Grippaldi	Cross Country All Star Meet	10/26/22

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

9. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the rescinding of the resolution adopted at the September 21, 2022 Regular Meeting for the following Cedar Drive Middle School staff member to serve as chaperone for the following Cedar Drive Middle School event during the 2022-2023 school year, at an amount not to exceed, from \$180 to \$360 for each staff member, as indicated below:

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

Name	Event	Date
Colin Rigby	Stokes State Forest Trip	9/21/22 - 9/23/22

It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve Colin Rigby, Principal of Cedar Drive Middle School, to serve as a volunteer chaperone for the overnight Grade 8 field trip to Stokes State Forest from September 21, 2022 through September 23, 2022.

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland



10. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following Conover Road Elementary School staff members to serve as advisors to the Conover Road Elementary School After-School Intramural Programs for the 2022-2023 school year, once a week, at an hourly rate of \$47, with each session to run sixty (60) minutes, at an amount not to exceed \$47 per session, as indicated below:

AFTER - SCHOOL  
INTRAMURAL  
PROGRAMS  
ADVISORS: CONOVER  
ROAD  
ELEMENTARY  
SCHOOL 2022-2023  
SCHOOL YEAR

Name	Activity♦	Number of Sessions	Total Amount Not To Exceed
Christine MacLeod	Morning Scoop	18	\$846
Michelle Gunnell	Morning Scoop	18	\$846
Elizabeth Lowes	Yoga Club	6	\$282
Alexis Novotny	Technology Club	7	\$329
Jessica Romanik	Disney Discussion Club	7	\$329
Jordan Farley	Disney Discussion Club	7	\$329
Anne Rauso	Sew Much Fun to be Kind Club	7	\$329
Kristen Rutigliano	Bring the Beat Club	10	\$470
Jessica Romanik	Bring the Beat Club	10	\$470
Taylor Donovan	Homework Club	7	\$329
Shannon Healy	Homework Club	7	\$329
Michele Rogers	LEGO Club	8	\$376
Claudia Luongo	Ceiling Tile Club	9	\$423

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

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

11. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following Conover Road Elementary School staff member to serve as advisor to the Conover Road Elementary School After-School Intramural Program for the 2022-2023 school year, once a week, at an hourly rate of \$47, with each session to run two (2) hours, at an amount not to exceed \$94 per session, as indicated below:

AFTER - SCHOOL  
S.U.S.H.I.  
INTRAMURAL  
PROGRAM  
ADVISOR: CONOVER  
ROAD ELEMENTARY  
SCHOOL 2022-2023  
SCHOOL YEAR

Name	Activity♦	Number of Sessions	Total Amount Not To Exceed
Elizabeth Lowes	S.U.S.H.I. Club	10	\$940

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

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor,

Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

12. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amending of the resolution adopted at the September 21, 2022 Regular Meeting to add additional sessions for the following Cedar Drive Middle School staff member to serve as advisor to the Cedar Drive Middle School Intramural Program 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:

AMENDED 2022-2023  
SCHOOL YEAR  
ADDITIONAL  
SESSIONS  
INTRAMURAL  
PROGRAM  
ADVISOR:  
CEDAR DRIVE  
MIDDLE SCHOOL

Name	Activity♦	Number of Sessions From	Number of Sessions To	Total Amount Not To Exceed
Laura Pavlicek	Morning Announcements	10	17	\$1198.50

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

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

13. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the change in the placement on the salary guide for the 2022-2023 school year for the following staff member due to education advancement, effective October 1, 2022 , as indicated below:

MOVEMENT ON  
GUIDE: 2022-2023  
SCHOOL YEAR

Name/Position/Location	From	To
	Guide/Step/Salary Effective Dates	Guide/Step/Salary Effective Dates
Nicholas Lorusso Teacher of Science Cedar Drive Middle School	MA Guide Step 10 \$77,101 9/1/22 - 6/30/23	MA+30 Guide Step 10 \$80,201 *Prorated 10/1/22 - 6/30/23

\*Prorated

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

14. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amending the resolution adopted at the September 21, 2022 Regular Meeting for the 2022-2023 school year for the following staff member due to education advancement, effective September 1, 2022 as indicated below:

AMENDED  
MOVEMENT ON  
GUIDE: 2022-2023  
SCHOOL YEAR

Name/Position/Location	From	To
	Effective Dates	Effective Dates
Kiera Kulaga Teacher of Mathematics Cedar Drive Middle School	10/1/22 - 6/30/23	9/1/22 - 6/30/23

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

15. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the additional pay to Jean D'Urso, Long-Term substitute teacher at Conover Road Elementary School, at an hourly rate of \$34.50, as indicated below:

ADDITIONAL PAY:  
LONG-TERM  
SUBSTITUTE  
TEACHER AT  
CONOVER ROAD  
ELEMENTARY  
SCHOOL 2022-23  
SCHOOL YEAR

Date	Purpose	Total Number of Hours	Total Amount Not to Exceed
9/8/22	Back to School Night	2	\$69

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

16. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the additional pay to Claudia Luongo Half-Time Teacher of Visual Arts at Conover Road Elementary School, at an hourly rate of \$47.00, as indicated below:

ADDITIONAL PAY  
TEACHER: 2022-23  
SCHOOL YEAR

Date	Purpose	Total Number of Hours	Total Amount Not to Exceed
9/1/22	Staff Orientation	3.55	\$166.85
9/2/22	Staff In-Service	3.55	\$166.85

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

17. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the additional pay to Deborah Pletcher Cedar Drive Middle School staff member to accompany student #20240031 participating in after school band practice for 1.5 hours per session during the 2022-23 school year, as indicated below:

ADDITIONAL PAY  
INSTRUCTIONAL  
ASSISTANT:  
2022-23 SCHOOL  
YEAR

Name	Step/Hourly Rate	Salary not to exceed	Number of sessions not to exceed	Effective Dates
Deborah Pletcher	12/\$17.27	\$855.03	33	10/12/22 - 6/2/23

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

18. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the rescinding of the resolution adopted at the August 10, 2022 regular meeting for the following Military & Family Life Counselor, to serve the needs of our military families and to meet the needs of military children and youth, as indicated below:

RESCINDED:  
MILITARY & FAMILY  
LIFE COUNSELOR  
2022-23 SCHOOL  
YEAR

Name	Location	Dates
Nkem Okakpu	Conover Road Primary School Conover Road Elementary School	2022-2023 School Year

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

19. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following staff member to serve as a home instructor for Student #20240025, at an hourly rate of \$52, for the period commencing October 11, 2022 through December 9, 2022 for a total number of hours per week not to exceed five (5), as indicated below:

HOME  
INSTRUCTION:  
2022-23 SCHOOL  
YEAR

Name	Total Hours Per Week Not to Exceed
Suzanne Cooper	5

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

20. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following individuals to the Substitute Teacher list for the 2022-2023 school year, at a salary of \$125 per day on an as needed basis, pending approval of criminal history review.

SUBSTITUTE  
TEACHERS:  
2022-2023 SCHOOL  
YEAR

Name	Certification
Patricia Cottrell	Substitute Credential
Mary Feehan	Pending Substitute Credential

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

21. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following individual to the list of Substitute Support Staff for the 2022-2023 school year, on an as needed basis, pending approval of criminal history review:

SUBSTITUTE  
SUPPORT STAFF:  
2022-2023 SCHOOL  
YEAR

Name	Position	Hourly Rate
Patricia Cottrell	Substitute Instructional Assistant	\$13.00

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

22. It was moved by Tracy Kramer, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the rescinding of the resolution adopted at the September 21, 2022 regular meeting for the following Cedar Drive Middle School staff members to serve as chaperones for the following Cedar Drive Middle School events during the 2022-2023 school year, at an amount not to exceed \$80 for each staff member, as indicated below:

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

Name	Event	Date
Carrie Zanyor	Cross Country	10-3-22
Marissa Granato	Cross Country	10-13-22
Carrie Zanyor	Cross Country	10-13-22

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

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

- Alison DeNoia noted that the Lions Club pancake breakfast is October 29th at Community Church on Merchant Way from 8-12.

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

At approximately 8:40 p.m Danielle Alpaugh announced that the Board would move into Executive Session for approximately forty-five minutes to discuss negotiations with the CNTAA. She further announced that action would be taken afterwards and articulated that Executive discussion may be disclosed upon future resolution.

It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote in the affirmative to move into Executive session.

#### **ADJOURNMENT**

At approximately 9:50 p.m. it was moved by Kevin O'Connor, seconded by Heather Tormey and carried on a unanimous roll call vote to adjourn the meeting.

Yes: Marian Castner, Alison DeNoia, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey and Danielle Alpaugh

No: None

Absent: Brenna Dillon and Jacquelyn Hoagland

REFERENCE SHEET	
Attachment # C-1	Reimbursable Expenses
Attachment # P-1	First Reading P5512 - Harassment, Intimidation, or Bullying
Attachment # P-2	First Reading P1643 - Family Leave
Attachment #P-3	First Reading P8530 - District Wellness Policy

BOARD MEETINGS*			
October 26, 2022	November 9, 2022	November 30, 2022	December 14, 2022 @ 6:00 pm
January 4, 2023 @ 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		
2022		
Monday	October 24	Short Session Day Students – Parent/Teacher Conferences (Afternoon)
Tuesday	October 25	Short Session Day Students– Parent/Teacher Conferences (Afternoon)
Wednesday	October 26	Short Session Day Students – Parent/Teacher Conferences (Afternoon)
Thursday	October 27	Short Session Day Students – Parent/Teacher Conferences (Afternoon & Evening)
Friday	October 28	Short Session Day – Students and Staff
Thursday-Friday	November 10-11	NJEA Convention - Schools/Central Office Closed
Wednesday	November 23	Short Session Day - Students and Staff
Thursday-Friday	November 24-25	Thanksgiving Recess – Schools/Central Office Closed
Thursday	December 22	Short Session Day - Students & Staff (Winter Recess begins at the end of day)
Friday - Friday	December 23-30	Winter Recess – Schools/Central Office Closed
2023		
Tuesday	January 3	Schools Reopen - Students and Staff
Monday	January 16	Martin Luther King Jr.'s Birthday -Schools Closed for Students Professional Development Day Full Day for Staff
Friday	February 17	Short Session Day - Students Full Day - Staff with In-Service After Student Dismissal
Monday	February 20	President's Day – Schools/Central Office Closed
Wednesday	March 1	Short Session Day for Students

		Parent/Teacher Conferences (Afternoon)
Thursday	March 2	Short Session Day Students – Parent/Teacher Conferences (Afternoon & Evening)
Friday	March 3	Short Session Day - Students and Staff
Thursday	April 6	Short Session Day - Students and Staff (Spring Recess begins at the end of the day)
Friday - Friday	April 7-14	Spring Recess – Schools/Central Office Closed
Friday	May 26	Short Session Day - Students/Full Day Staff Full Day - Staff with In-Service After Student Dismissal (Afternoon)
Monday	May 29	Memorial Day – Schools/Central Office Closed
Wednesday	June 21	Short Session Day - Students/Full Day Staff
Thursday	June 22	Short Session Day - Students & Staff Last Day of School

Respectfully Submitted,

*Vincent S. Marasco*

Vincent S. Marasco

School Business Administrator/Board Secretary