

**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, **November 30, 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

President Alpaugh called the meeting to order at 7:05 p.m. Two (2) members of the public were present.

## ROLL CALL

ROLL CALL

Board Members Present: Marian Castner, Alison DeNoia, Brenna Dillon (remote), Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

Board Members Absent: Tracy Kramer

## 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

Danielle Alpaugh led the Flag Salute and Marian Castner read the Mission Statement.

## APPROVAL OF MINUTES

APPROVAL OF  
MINUTES

1. It was moved by Jacquelyn Hoagland, seconded by Marian Castner and carried on a unanimous roll call vote to approve the Board minutes of the following Meetings:

Meeting
November 9, 2022 Regular Meeting Minutes

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

Amy Dimes noted a slight error in the minutes regarding Mrs. Tormey's report as Colts Neck Township Committee Liaison.

## PRESENTATION

PRESENTATION

None

## COMMUNICATIONS

COMMUNICATIONS

Date	From	To	Subject
11/21/22	Phyllis Camera	Board of Education & Dr. Colin Rigby	Concern for conditions of CDMS Gym Floor
11/28/22	Gabe Campan, Colts Neck PBA President	Cedar Drive School Community	Donation of funds to purchase picnic tables

## REPORT OF PRESIDENT – Mrs. Danielle Alpaugh

PRESIDENT'S  
REPORT

Board President Danielle Alpaugh reported:

- Wished everyone a belated Happy Thanksgiving; hope all enjoyed.
- Referenced the communication from Mrs. Camera dated November 21st which is referenced in the Communications section above; noted that when a communication is strictly related to operations of the district, administrators may be directed to respond, which in this case, Principal Rigby responded.
- Thanked the PTO for their mini-grants and for partially funding the Board's "Wait til 8" initiative, which we hope to put towards an assembly to be held early next year..
- Reminder that the Tree lighting ceremony at Town Hall is scheduled for December 3rd.
- Country Christmas is scheduled this Sunday at Montrose.

## COMMITTEE REPORTS

COMMITTEE  
REPORTS

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

Chairperson: Tracy Kramer

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

Administrator: Vincent Marasco

- Kevin O'Connor reported that the committee has not met since the last meeting; the next meeting is scheduled for December 5, 2022.
- Agenda contains one (1) topic which is the next step in the ESIP process.

### Communications Committee:

Chairperson: Amy Dimes / Heather Tormey

Committee Members: Alison DeNoia, Kevin O'Connor

Administrator: Philip J. Capasso III

- Heather Tormey reported that the committee met November 29th.
- Discussed the proposed communication and community relations plan; the committee has reached a consensus of agreement. The plan will be shared with the full board requesting feedback by December 9th. It is anticipated that the final plan will be added as an action item at the December 13th meeting.
- Discussed the next Coffee Chat; a future date will be forthcoming.
- Third-party communication officer - "Public Media Assistant"; Dr. Garibay will be working on a job description. This position will be a part-time position and will be added to the '23-24 budget preparation.
- Continued discussions on streaming of Board meetings; the committee is leaning towards recording the meetings and subsequently making it available to the public. The committee is asking the full Board to provide feedback before the next meeting which is set for December 13th
- Parent Portal App is going live with a small parent focus group to check functionality and content; the committee is looking for useful feedback.
- The next committee meeting is tentatively scheduled for December 12th.

Curriculum Committee:

Chairperson: Marian Castner

Committee Members: Danielle Alpaugh, Alison DeNoia, Tracy Kramer

Administrator: Erica Reynolds

- Marian Castner reported that the committee met November 29th.
- Mr. Capasso provided the committee with a brief update on the Green Team and the manufacturing classroom at CDMS.
- The topic of National Education Week was brought to the committee by a BOE member; unfortunately it already passed earlier this year. Dr. Garibay will be looking into interesting presentations that could be done throughout the year.
- Dr. Reynolds updated the committee on the MAP testing scores.
- Report Card committee is coming together; committee members will be on the December 13th agenda for approval.
- Dr. Reynolds updated the committee on the new Social Studies pilot program for Grades K-5; currently reviewing two (2) companies to see what works best for CN.
- Dr. Reynolds anticipates making a presentation on the Start Strong Assessment results in early January.
- Discussed the new SEL Curriculum called "Positive Actions"; more to come in December.
- Dr. Reynolds updated the committee on the approximate cost of the '23-24 Summer Bridge program, which looks to be around \$93,000.
- The next meeting is December 19th at CRES; the committee will be viewing the ABLE program.

Finance/Negotiations Committee:

Chairperson: Marian Castner

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

- Marian Castner reported that the committee has not met; the next meeting is scheduled for December 5th.

Policy Committee:

Chairperson: Jacquelyn Hoagland  
Committee Members: Alison DeNoia, Brenna Dillon, Amy Dimes  
Administrator: Dr. MaryJane Garibay

- Jacquelyn Hoagland reported that the committee met November 28th.
- Discussed 0169.02 - Board Member Use Of Social Networks; 0142 - Board Member Qualifications, Prohibited Acts, and Code of Ethics; Bylaw 0157/R0157 - Board Of Education Website; and P1240/R1240 - Evaluation Of Superintendent. Two (2) of the policies/regulations noted here are on the agenda this evening for 1st reading.
- Revisited Student Participation / Involvement on the BOE.
- Working on updating the New Board Member Orientation Manual.
- The next meeting is scheduled for December 6th

Ad-Hoc Advocacy Committee:

Chairperson: Brenna Dillon  
Committee Members: Danielle Alpaugh, Alison DeNoia, Heather Tormey  
Co-Administrators: Dr. MaryJane Garibay and Dr. Richard Beck

- Brenna Dillon reported that the committee has not met since the last meeting.
- The next meeting is December 7th.
- On the agenda is the Start Strong Assessment and Assembly Bill A4801 concerning New Jersey Student Learning Standards in Comprehensive Health and Physical Education.
- Relating to the Board's 'Wait til 8th' initiative, the Journal of Adolescent Health published a study back in 2018 that found that one (1) in five (5) 12-16 year olds experienced unwanted online exposure to sexually explicit material and one (1) in nine (9) youth experience sexual solicitaton.

Board Member Liaisons:

Amy Dimes - Colts Neck PTO

- Harlem Wizards event raised over \$12k; fantastic job; everyone was engaged.
- PTO Mini-Grants issued in the amount of \$25,000
- This weekend is Frosty's holiday sale at the CRPS from 9am - 1pm.
- Spring Gala is March 30th at SouthGate Manor; the theme is 'Miami Vice'.
- Membership to the PTO is still open.

Heather Tormey - Colts Neck Township Committee

- Reminders of upcoming events: Trees for Troops at Fur Farm on 537/Laird Road -

December 2nd, 3rd and 4th; Pancakes with Santa 9am - 12pm - December 3rd; Tree Lighting Ceremony at Town Hall - December 3rd at 4:30 pm, Country Christmas at Montrose School - December 4th; Pancakes with Santa at Firehouse #2 - December 11th & 17th (tickets are available online and at Frostys); and Living Nativity hosted by Colts Neck Community Church - Decement 17th 5pm - 7pm.

- Mary at the Colts Neck General Store has obtained an address for Santa; letters may be dropped off by December 15th and Santa will respond before christmas.
- December 14th at 7pm will be the new Town Hall ceremony.

Danielle Alpaugh - Colts Neck Township Senior Citizens

- No Report

State & County School Boards Association Representative:

Brenna Dillon

- No Report

**SUPERINTENDENT’S REPORT**

Dr. Garibay reported:

- Thanked the PTO for the Harlem Wizards event; wonderful evening.
- Anticipate at December 13th BOE meeting approval of all mini-grants that have been awarded. Had the opportunity to preview the applications that come through the buildings; some of the creativity and amazing opportunity and experience that the teachers create for students is wonderful.
- Thanked the Colts Neck PBA for their very generous donation in the amount of \$5,417.55 for extra seating (blue diamond park table) at CDMS.
- The Tree Lighting ceremony is scheduled for December 4th; the CRES choir will be performing.
- Anticipates presenting the draft BOE 2023 meeting dates to President Alpaugh and Vice President Hoagland at or prior to the December 13th BOE meeting for feedback; approval will be at the January 4, 2023 Organization meeting.
- Developed a draft of the ‘23-24 school calendar, which will be shared with the Board and approved in late January early February 2023.
- Briefly reviewed the Start Strong Assessment; happy that the Ad Hoc Advocacy Committee has decided to advocate against this assessment on behalf of the Colts Neck Board of Education.

**INFORMATION ITEMS:**

1. Superintendent's Report on Enrollment, Fire/Security Drills and Student Suspensions for the 2022-2023 School Year, as of October 31, 2022. [\(Attachment # S-1\)](#)

SUPERINTENDENT'S REPORT
2. 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

	Number of Investigations	Number of Incidents HIB
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Period	Reported	Was Found to Occur
11/1/22 - 11/15/22	0	0

## COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

None

## ACTION ITEMS:

1. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland 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 November 9, 2022, for the period commencing October 15, 2022 through October 31, 2022 wherein no incidents were reported. ACKNOWLEDGMENT  
OF NO ACTION BY  
SUPERINTENDENT

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

2. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the following evaluation, as indicated below: EVALUATION

Student #	Type of Evaluation	Performed By	Cost Not to Exceed
20301278	Psychiatric	Dr. Tintorer	\$500.00

Yes: Marian Castner, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Abstain: Alison DeNoia

Absent: Tracy Kramer

3. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the submission of the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2022-2023 school year as required by N.J.A.C. 6A:16-6.2(b)13 through 14. MEMORANDUM OF  
AGREEMENT  
BETWEEN EDUCATION  
AND LAW  
ENFORCEMENT  
OFFICIALS -  
2022-2023 SCHOOL  
YEAR

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

4. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the adoption of the following District Goals for the 2022-2023 school year:
- DISTRICT GOALS FOR  
2022-2023 SCHOOL  
YEAR

ACADEMIC:

1. Develop and implement targeted action plans to increase percentages of students "meeting" and/or "exceeding" grade-level standards in mathematics and language arts.

OPERATIONS

2. Implementation of the Strategic Plan - The district will complete all activities identified for year 1 (22-23) in Action Plans.

WELLNESS:

3. 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:

4. Identify and pursue supplemental funding for Capital Projects directly related to indoor air quality and HVAC improvements.

COMMUNICATIONS:

5. 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.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

Heather Tormey thanked Dr. Garibay and the team who worked together to develop these District Goals.

5. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland 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
Eighth Grade Students/ Cedar Drive Middle School	Harbor School/Eatontown, NJ	12/12/22 & 12/13/22
Conover Road Elementary	Colts Neck Township	12/3/22



School (CRES) Choir	Annual Holiday Tree Lighting Performance	
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Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

6. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the acceptance, with gratitude, of a donation from the Colts Neck PBA Local 333, in the amount of \$5,417.55. Said donation is to be used towards the purchase of three (3) 46" outdoor round diamond blue tables for the Cedar Drive Middle School. DONATION

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

7. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the following high school students to serve as volunteer coaches for the Cedar Drive Middle School 2022-2023 school year cheerleading team, for the length of the Basketball season, as indicated below: VOLUNTEER COACHES:

Student Volunteer	School
Katherine Chollick*	Colts Neck Township High School
Catherine Fazzolarri*	Colts Neck Township High School

\*Pending completion of School Volunteer Training

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

## BUILDINGS AND GROUNDS/SAFETY AND SECURITY

None

## CURRICULUM

1. It was moved by Heather Tormey, 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: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

## FINANCE

1. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the transfer of funds for the month of September, 2022 for the 2022-2023 school year. ([Attachment # F-1](#))

TRANSFER OF FUNDS

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

2. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the Board Secretary's Report as of September 30, 2022. ([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 September 30, 2022, 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 September 30, 2022 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: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

3. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the Report of the Treasurer of School Monies as of September 30, 2022. ([Attachment # F-3](#))

TREASURER'S  
REPORT

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

4. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the Bill List dated November 30, 2022 in the amount of \$3,038,953.55 and Food Service payments in the amount of \$52,696.94.

BILL LIST  
FOOD SERVICE  
PAYMENTS

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

5. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the Food Service Financial Report for the month of September, 2022.

FOOD SERVICE  
FINANCIAL REPORT

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

6. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the amending of the resolution adopted at the August 10, 2022 Regular Meeting, approving Delta-T Group North Jersey, Inc. ("Delta-T"), 1460 US Route 9 North, Suite 300, Woodbridge, NJ 07095, as a provider of a part-time Social Worker for the 2022-2023 school year, for an amount not to exceed \$40,500, in aggregate, at the rates set forth in the Educational Rate Sheet on file in the Office of the School Business Administrator/Board Secretary.

PROFESSIONAL  
SERVICES -  
PART-TIME SOCIAL  
WORKER

Funding From	Funding To
ESER II GRANT	ESSER III, ARP (NJTSS Mental Health Support Staffing)

Grant (20-491-200-320)
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Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

7. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the contract between Brett DiNovi & Associates, LLC and the Colts Neck Board of Education, to provide behavioral/educational consultation services for Student #20301495, for the 2022 - 2023 school year, at an amount not to exceed \$62,822.

CONTRACT WITH  
BRETT DINOVI &  
ASSOCIATES, LLC

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

8. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve Delta-T Group North Jersey, Inc. ("Delta-T"), 1460 US Route 9 North, Suite 300, Woodbridge, NJ 07095, as a provider of non Black Seal certified custodians, on an as needed basis for the 2022-2023 school year, not to exceed \$51,968 in aggregate, at the rates set forth in the Educational Rate Sheet on file in the Office of the School Business Administrator/Board Secretary.

DELTA-T GROUP:  
NON BLACK SEAL  
CERTIFIED  
CUSTODIANS

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

9. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the appropriation of \$120,790 of 2021-2022 NJ State Extraordinary Aid to increase the following budgetary accounts, in accordance with N.J.A.C. 6A:23A-13.3(d):

APPROPRIATION OF  
2021-2022  
EXTRAORDINARY  
AID

Budgetary Account	Description	Amount	Effective Date
11-214-100-320-060	Prof.svcs - Autism	\$ 68,822	12/1/2022
11-000-262-420-050	Contracted Custodial	\$ 32,480	12/1/2022
11-000-262-420-030	Contracted Custodial	\$ 19,488	12/1/2022

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

## POLICY

1. It was moved by Amy Dimes, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the first reading of the following bylaw, policies and regulations, as indicated below: (Attachment # P-1 - # P-4)

FIRST READING  
OF POLICIES AND  
REGULATIONS

<a href="#">Attachment #P-1</a>	ByLaw 0157 - Board of Education Website
<a href="#">Attachment #P-2</a>	Regulation 0157 -Board of Education Website
<a href="#">Attachment #P-3</a>	Policy 1240 - Evaluation of Superintendent
<a href="#">Attachment #P-4</a>	Regulation 1240 - Evaluation of Superintendent

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

2. It was moved by Amy Dimes, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the adoption of the following policies and regulations, as indicated below: (Attachment # P-5 - # P-7)

ADOPTION OF  
POLICIES AND  
REGULATIONS

<a href="#">Attachment #P-5</a>	ByLaw 0141 - Board Member Number and Term
<a href="#">Attachment #P-6</a>	ByLaw 0151 - Organization Meeting
<a href="#">Attachment #P-7</a>	ByLaw 0171 - Duties of Board President and Vice President

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

## NEGOTIATIONS

None

## TRANSPORTATION

None

## PERSONNEL

1. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the employment of the following individual for the 2022-2023 school year, as indicated below:

EMPLOYMENT:  
INSTRUCTIONAL  
ASSISTANT  
2022-2023 SCHOOL  
YEAR

Name	Position/Location	Effective Dates	Hours/Number of Days/Step/Hourly Rate/Salary
* Colette Gifford (Replacing (Maria Iacopelli, who retired)	Instructional Assistant/Conover Road Primary School	12/1/22 – 6/30/23	6.75 Hours Daily 184 Days Step 1 \$ 15.00 Per Hour \$ 18,630 Per Annum, Prorated

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

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

2. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the amendment to the medical disability leave, adopted at the October 26, 2022 Regular Meeting, for Dana McMullin, Instructional Assistant at Cedar Drive Middle School, during the 2022-2023 school year, as indicated below:

AMENDED MEDICAL  
DISABILITY LEAVE  
2022-2023 SCHOOL  
YEAR

From	To	Leave Type
10/19/22	10/19/22	<ul style="list-style-type: none"> <li>Medical Disability/FMLA – Paid with healthcare benefits (Using Sick and Personal days from 10/19/22 through 10/31/22)</li> <li>Medical Disability/FMLA – Paid with healthcare benefits (Using Personal days from 11/1/22 through 11/2/22)</li> <li>Medical Disability/FMLA – Unpaid with healthcare benefits (11/3/22 through 11/4/22)</li> </ul>
-	2	
10/31/22	-	
	11/4/22	

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

3. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the amendment to the medical disability leave, adopted at the October 26, 2022 Regular Meeting, for Ryan Walker, Teacher at Cedar Drive Middle School, during the 2022-2023 school year, as indicated below:

AMENDED MEDICAL  
DISABILITY LEAVE  
2022-2023 SCHOOL  
YEAR

From	To	Leave Type
10/7/22 - 11/28/22	10/7/22 - 11/25/22	<ul style="list-style-type: none"> <li>Medical Disability/FMLA – Paid With Health Care Benefits (Using sick days from 10/7/22 through 11/23/22)</li> </ul>

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

4. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the medical disability leave for each of the following staff members during the 2022-2023 school year, as indicated below:

MEDICAL DISABILITY  
LEAVE  
2022-2023 SCHOOL  
YEAR

Name/Position Location	Effective Dates	Leave
Dana McMullin/ Instructional Assistant/ Cedar Drive Middle School	11/21/22 - 12/2/22	Medical Disability/FMLA – Unpaid with healthcare benefits (11/21/22 through 12/2/22)
Deborah Zeppetella/ Lunch-Recess Aide/ Conover Road Primary School	11/9/22 - 11/22/22	Medical Disability/Non-FMLA - Paid (Using Sick days 11/9/22 through 11/22/22)
Barbara Cannata/ Lunch-Recess Aide/ Conover Road Primary School	11/9/22 - 12/2/22	Medical Disability/Non-FMLA – Paid (Using Sick days 11/9/22 through 12/2/22)
Lauren Hums/School Counselor/Cedar Drive Middle School	11/17/22 - 12/2/22	Medical Disability/FMLA – Paid with healthcare benefits (Using Sick and Personal days 11/17/22 through 12/2/22)

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

5. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the appointment of the following staff members to serve as chaperones for the following Conover Road Elementary School event during the 2022-2023 school year, at an amount not to exceed \$80 for each staff member, as indicated below:

CONOVER ROAD  
ELEMENTARY  
SCHOOL  
CHAPERONES  
2022-2023 SCHOOL  
YEAR

Name/Location	Event	Date
Brian J. Willis/Conover Road Elementary School	CRES Choir at the Colts Neck Township Tree Lighting	12/3/22
Krystyna Hubbard/Cedar Drive Middle School	CRES Choir at the Colts Neck Township Tree Lighting	12/3/22

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

6. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve Conover Road Elementary School students participating in the CRES Choir, and under the direction of district-approved chaperones, Brian J. Willis and Krystyna Hubbard, to perform at the Colts Neck Township Annual Holiday Tree Lighting Ceremony on Saturday, December 3, 2022 at Colts Neck Town Hall, located at 3 Veterans Way, Colts Neck, New Jersey 07722.

COLTS NECK  
TOWNSHIP ANNUAL  
HOLIDAY TREE  
LIGHTING CEREMONY  
2022-2023 SCHOOL  
YEAR

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

7. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the appointment of the following staff members to serve as home instructors, on an as needed basis, for the 2022-2023 school year, at an hourly rate of \$52, for no more than five (5) hours per week for general education

HOME  
INSTRUCTORS:  
DISTRICT STAFF  
MEMBERS FOR  
2022-2023 SCHOOL  
YEAR



students and for no more than ten (10) hours per week for special education students, as indicated below:

Name	Certification
Christine Bakos	Elementary School Teacher
Katherine Tappen-Verderosa	Speech Language Specialist
Heather Silverberg	Teacher of the Handicapped
Ryan White	School Occupational Therapist
Nicholas Lorusso	Teacher of Students with Disabilities / Teacher of Biological Science

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

8. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the appointment of the following certificated substitute teachers to serve as a home instructor, on an as needed basis, for the 2022-2023 school year, at an hourly rate of \$52, for no more than five (5) hours per week for general education students and for no more than ten (10) hours per week for special education students, as indicated below:

HOME  
INSTRUCTORS:  
CERTIFICATED  
SUBSTITUTE  
TEACHING STAFF  
FOR 2022-2023  
SCHOOL YEAR

Name	Certification
Catherine DiFiglia *	Elementary School Teacher Teacher of Students with Disabilities
Joanne Chavers	Elementary School Teacher Teacher of English

\*pending criminal history

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

9. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the appointment of the following staff members and certificated substitute teacher to serve as home instructors for Student #20291593, at an hourly rate of \$52, as indicated below:

HOME INSTRUCTION  
FOR 2022-2023  
SCHOOL YEAR

Name	Total Hours Per Week	Period
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	Not to Exceed	
Katherine Tappan-Verderosa (Speech Therapy)	2	11/14/22 - 12/30/22
Ryan White (Occupational Therapy)	2	11/14/22 - 12/30/22
Catherine DiFiglia (Certificated Substitute Teacher)	10	12/1/22 - 12/30/22

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

10. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the appointment of the following staff member to serve as home instructor for Student #20240865, at an hourly rate of \$52, as indicated below:

HOME INSTRUCTION  
FOR 2022-2023  
SCHOOL YEAR

Name	Total Hours Per Week Not to Exceed	Period
Christine Bakos	5	11/28/2022 - 2/28/2023

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

11. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the appointment of the following staff member and certificated substitute teacher to serve as home instructors for Student #20230759, at an hourly rate of \$52, as indicated below:

HOME INSTRUCTION  
FOR 2022-2023  
SCHOOL YEAR

Name	Total Hours Per Week Not to Exceed	Period
Nicholas Lorusso	3	11/28/2022 - 2/28/2023
Joanne Chavers	3	11/28/2022 - 2/28/2023

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

12. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the appointment of the following staff member and certificated substitute teacher to serve as home instructors for Student #20230486, at an hourly rate of \$52, as indicated below:

HOME INSTRUCTION  
FOR 2022-2023  
SCHOOL YEAR

Name	Total Hours Per Week Not to Exceed	Period
Nicholas Lorusso	3	11/28/2022 - 2/28/2023
Joanne Chavers	3	11/28/2022 - 2/28/2023

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

13. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the amendment to the resolution adopted at the September 21, 2022 Regular Meeting for the appointment of the following staff member to serve as home instructor for Student #20251255, at an hourly rate of \$52, for a total number of hours per week to not exceed five (5):

AMENDED HOME  
INSTRUCTORS:  
DISTRICT STAFF  
MEMBERS FOR  
2022-2023 SCHOOL  
YEAR

Name	From Total Hours Per Week Not To Exceed	To Total Hours Per Week Not To Exceed
Christine Bakos (replacing Diane Gilmore)	10	5

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

14. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the amendment to the resolution adopted at the October 12, 2022 Regular Meeting for Suzanne Cooper to serve as a home instructor for Student #20240025, at an hourly rate of \$52, indicated below:

AMENDED HOME  
INSTRUCTION:  
2022-2023 SCHOOL  
YEAR

From	To	Period From	Period To
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Total Hours Per Week Not to Exceed	Total Hours Per Week Not to Exceed		
5	7	10/11/22 - 12/9/22	10/11/22 - 2/10/23

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

15. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the appointment of the following individual 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
Catherine DiFiglia	Elementary School Teacher Teacher of Students with Disabilities

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

## NEW BUSINESS/WORK SESSION AGENDA

None

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

At approximately 7:48 p.m Danielle Alpaugh announced that the Board would move into Executive Session for approximately one hour to discuss legal matters. She further announced that no action would be taken afterwards and articulated that Executive discussion may be disclosed upon future resolution.

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

## ADJOURNMENT

At approximately 9:09 p.m. it was moved by Alison DeNoia, seconded by Kevin O'Connor and carried on a unanimous roll call vote to adjourn the meeting.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: Tracy Kramer

REFERENCE SHEET	
Attachment # S-1	Enrollment, Fire/Security Drills and Student Suspensions as of October 31, 2022
Attachment # C-1	Reimbursable Expenses
Attachment # F-1	Transfers for the Month of September, 2022
Attachment # F-2	Board Secretary's Report as of September 30, 2022
Attachment # F-3	Treasurer's Report as of September 30, 2022
Attachment # P-1	First Reading ByLaw 0157 - Board of Education Website
Attachment # P-2	First Reading Regulation 0157 - Managing the Website: A Definition of Roles
Attachment # P-3	First Reading Policy 1240 - Evaluation of Superintendent
Attachment # P-4	First Reading Regulation 1240 - Evaluation of Superintendent
Attachment # P-5	Adoption of Bylaw 0141 - Board Member Number and Term
Attachment # P-6	Adoption of Bylaw 0151 - Organization Meeting
Attachment # P-7	Adoption of Bylaw 0171 - Duties of Board President and Vice President

BOARD MEETINGS*	
December 13, 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		
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