

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 9, 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 7:06 p.m. Seven (7) members of the public were present.

ROLL CALL

ROLL CALL

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

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 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. The Board took a moment of silence in honor of Shirley Hui beloved Teacher of Science who recently passed away November 1st at the age of 62.

APPROVAL OF MINUTES

APPROVAL OF
MINUTES

1. It was moved by Jacquelyn Hoagland, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the November 11, 2020 Board Minutes, as Amended, which were previously adopted at the January 20, 2021.

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

No: None

Absent: None

2. It was moved by Jacquelyn Hoagland, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the Board minutes of the following Meeting:

Meeting
October 26, 2022 Regular Meeting Minutes

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

No: None

Absent: None

PRESENTATION

PRESENTATION

1. Mr. Ryan Brush, Boy Scout Troop 290 of Colts Neck, presented to the Board of Education a proposal for his Eagle Scout Service Project - "Conover Road Elementary School Gaga Pit"

EAGLE SCOUT
SERVICE PROJECT

COMMUNICATIONS

COMMUNICATIONS

Date	From	To	Subject
10-26-22	Phyllis Camera	Board of Education	Health Classes and Pep Rallies
11-9-22	Christopher Claps	Board of Education	Request to verify proof of residency eligibility of BOE candidate prior to being seated on the Colts Neck Board of Education

REPORT OF PRESIDENT – Mrs. Danielle Alpaugh

PRESIDENT'S
REPORT

President Alpaugh reported:

- Attended the Veterans Day Celebration at the Conover Road Primary School. Many veterans including her husband were honored; it was a wonderful event.
- Thanked all of the candidates that ran for the Board of Education

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 November 1st.
- Reviewed ESIP process; tennis courts and use by the community; Gaga Pit and briefly discussed long range facilities planning.

- 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 met on November 3rd; added two (2) new members to the committee.
- Discussed Communication Plan
- Overview of how Coffee Chat went and discussed scheduling the next one in January.
- Role of a Communications Officer; job descriptions necessary.
- Live-streaming Board of Education meetings; Dominick Petrillo joined the meeting to provide input as to what would be required to move forward.
- District's Policy for its website.
- Next meeting is tentatively scheduled for November 15th.

Curriculum Committee:

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

- Marian Castner reported that the Committee met on November 2nd.
- NJSLA regional comparison of how Colts Neck compares to other districts.
- Discussed National Blue Ribbon schools; Dr. Garibay and Dr. Reynolds reviewed the qualifications for becoming a National Blue Ribbon School.
- Reviewed last year's Summer Bridge program; the committee has made the recommendation to proceed with the program again for the 2023-24 school year.
- Colts Neck had won Addressing Student learning loss grant; recommendation for committee to put together an analysis of the costs.
- The next meeting is scheduled for November 29th.

Jacquelyn Hoagland inquired whether our District is disqualified from becoming a Blue Ribbon School. Dr. Garibay responded to Mrs. Hoaglan's inquiry.

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 TBD

Policy Committee:

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

- Jacquelyn reported that the committee met on November 7th.
- Discussed Bylaw 0157/ R0157 - Board Of Education Website and Board of Education annual reorganization.
- Revisited Topic - Student Participation / Involvement on the BOE.
- Discussed/clarified ByLaw 0141 - Board Member Number And Term.
- Began discussion on the annual superintendent evaluation; NJSBA field rep to attend an upcoming Board meeting.
- Use of Facilities as it relates to the community use of the Tennis Courts
- The next meeting is TBD.

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.
- Public Service Announcement relating to "Wait til 8" initiative - recommended the Board members check out the Christina Aguilera video "Beautiful"; it focuses on the horrible effects of social media for tweens, elementary school students.
- The next meeting is TBD.

Board Member Liaisons:

Amy Dimes - Colts Neck PTO

- The Harlem Wizards visited the school today; tickets are still available for the November 14th event.
- Frosty's Holiday Shop event is back at CRPS in December.
- Spring Gala is March 30th at South Gate Manor; the theme this year is Miami Vice.
- Golf outing is being brought back this year; more information to come.
- Approved \$25,500 in mini grants for the 22-23 school year.

Heather Tormey - Colts Neck Township Committee

- Spoke with Committeewoman Tara Buss; offered congratulations to Committeewoman Fitzpatrick on her reelection.
- The Colts Neck Community Church is doing Veterans Day dinner
- Tree Lighting, Country Christmas and Frostys are all happening the weekend of December 3rd.
- The opening of the new Town Hall building is set for December 14th.

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 all the candidates who applied for the Board of Education seats.
- Reminder that Jeff Gale from the NJDOE Office of School Preparedness and Emergency Planning will be in attendance at the Admin Team meeting on November 15th to help with the creation of the new Mandated Threat Assessment Team which is required to be in place by September 2023.
- Confirmed that the December 14th Board meeting has been changed to December 13th.
- The Annual Halloween Parade was on Monday; the weather was perfect. Thanked all of the parents who attended. Commented that the change of the parade to the morning worked very well.
- The CDMS Spring Musical "The Addams Family" was announced by our talented staff Jeff Brown, Carrie Sullivan, Karin Londono and Joe Truisi; mark your calendars for March 2023.
- Veterans Day celebrations went very well; such a beautiful event.
- The Harlem Wizards game on November 14th.
- District is closed Wednesday and Thursday for the annual NJEA convention in Atlantic City.
- Recognized the retirement of Patty Alfieri; thanked her for her time service and commitment to the students of the district.

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
10/15/22 - 10/31/22	0	0

COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

- John Camera, 1 Roundhill Court - thanked Danielle Alpaugh, Jacquelyn Hoagland and Marian Castner for their service on the Board; commenting that they ran a nice campaign. He and Jessica Ramirez are looking forward to serving on the Board of Education and would like to 'hit the ground running in January'. He would like to review some items such as budgets, employment contracts, etc. for his preparation. Mr. Camera also commented on Mrs. Hoagland's comments earlier this evening regarding the campaign. Mr. Camera addressed the issue that arose during the campaign regarding Mr. Fonte's ineligibility due to his residency in Colts Neck, and noted that they were

unaware of that requirement. Mr. Gross explained the process of the vacancy that is created due to ineligibility, noting that the vacancy will exist as of the January 4th Organization meeting when the newly elected members are seated. At that point the eight (8) members of the Board will fill the vacant seat as required by policy/regulation. President Alpaugh commented that Mr. Gross' interpretation is incorrect, that the County Superintendent will make the appointment to fill the seat.

- Jacquelyn Hoagland - thanked all members of the Board and commented that she hopes that no one misrepresents things to the public. Everyone on the board finds out with knowledge and investigation what the facts, circumstances and procedures are that boards of education must operate under.

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 October 26, 2022, for the period commencing October 3, 2022 through October 14, 2022 wherein no incidents were reported.

ACKNOWLEDGMENT
OF NO ACTION BY
SUPERINTENDENT

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

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 submission of the School Safety and Security Plan Annual Review Statement of Assurance ("SOA") for the 2022-2023 school year to the Monmouth County Office of the New Jersey Department of Education attesting that the plans, policies and procedures of the School Safety and Security Plan have met the minimum requirements and were reviewed and updated as appropriate by the district administrative team. ([Attachment #S-1](#))

SCHOOL SAFETY
AND SECURITY PLAN
ANNUAL REVIEW
SOA FOR THE
2022-2023 SCHOOL
YEAR

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

No: None

Absent: None

3. The Superintendent commenced the public comment on the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act ("ABRA") for each of the three district schools for the 2021-2022 school year. ([Attachment # S-2](#))

NJ DOE SCHOOL
SELF-ASSESSMENT
FOR DETERMINING
GRADES UNDER
THE ABRA FOR THE
2021-2022 SCHOOL

YEAR

- a. Dr. Garibay opened Public Comment
- b. Public Comment - None
- c. Dr. Garibay closed Public Comment

It was moved by Alison DeNoia, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the electronic submission of the certification of the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act ("ABRA") for each of the three district schools for the 2021-2022 school year.

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

No: None

Absent: None

4. It was moved by Alison DeNoia, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the addition of one (1) SLEO III Officer for the Conover Road campus under the existing Shared Service Agreement dated July 1, 2022, which was adopted at the June 29, 2022 Regular Meeting. A copy of said agreement is on file in the Office of the School Business Administrator.

ADDITIONAL SLEO III
OFFICER

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

No: None

Absent: None

5. It was moved by Alison DeNoia, seconded by Brenna Dillon and carried on a unanimous roll call vote to approve the out-of-district placement for the 2022-23 School Year, beginning November 14, 2022, as indicated below:

2022-23 SCHOOL
YEAR OUT-OF-
DISTRICT
PLACEMENT

Student #	School	Tuition	Extraordinary Costs
20330144	Children's Center of Monmouth County	\$45,385.80	N/A

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

No: None

Absent: None

BUILDINGS AND GROUNDS/SAFETY AND SECURITY

1. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the donated project by Eagle Scout Ryan Brush, to construct a Gaga sport pit including signage, adjacent to the eastern border of the Conover Road Elementary School playground.

APPROVAL OF
DONATED EAGLE
SCOUT PROJECT

The sports pit will be constructed with pressure treated outdoor wood boards in a hexagon shape, ten feet per side, with metal corner brackets. The pit will be semi-fixed in place, with an artificial turf interior.

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

No: None

Absent: None

CURRICULUM

1. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland 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, Tracy Kramer, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: None

FINANCE

1. It was moved by Tracy Kramer, seconded by Amy Dimes and carried on a unanimous roll call vote to approve the appropriation of \$353,182 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	Description	Amount	Effective Date
11-000-291-290-000-100-0	Delayed TPAF enrollment; add'l pension billing	\$ 4,211	9/30/22
11-000-216-320-060-400-0	Additional allocation for OT & PT services	\$ 20,594	9/30/22
11-000-217-320-000-400-0	Additional Extraordinary Services allocation	\$ 14,112	9/30/22

	-Delta T provider		
11-214-100-320-060-400-0	Autism program - purchased services from Brett DiNovi, LLC	\$103,725	9/30/22
11-000-266-100-000-100-1	Rover Security Monitor and extra hours at CDMS	\$ 40,572	9/30/22
11-000-266-330-000-100-1	3rd SLEO III officer added and BOE meeting coverage	\$ 32,940	9/30/22
11-000-270-160-000-100-0	TWU hourly rate sidebar increase	\$ 11,040	9/30/22
11-000-270-161-000-100-0	TWU hourly rate sidebar increase	\$ 1,840	9/30/22
11-190-100-320-030-200-0	Contract for substitutes - Ed.Mgmt Staffing Solutions (ESS)	\$ 26,254	11/10/2022
11-190-100-320-050-300-0	Contract for substitutes - Ed.Mgmt Staffing Solutions (ESS)	\$ 26,254	11/10/2022
11-190-100-320-060-900-0	Contract for substitutes - Ed.Mgmt Staffing Solutions (ESS)	\$ 26,254	11/10/2022
11-000-100-566-000-400-0	Tuition for Out Of District Special Ed.placement	\$ 45,386	11/10/2022
	Total Appropriation	\$ 353,182	

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

No: None

Absent: None

Marian Castner inquired as to the \$103,725 appropriation from Extraordinary aid. Dr. Garibay responded indicating it is a purchased service for an additional BCBA for a specific student.

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

COMPREHENSIVE
MAINTENANCE
PLAN

WHEREAS, the Department of Education requires New Jersey school districts to submit a Comprehensive Maintenance Plan Report and M-1 form documenting "required" maintenance activities for each of its public school facilities for the following

periods;

Actual FY 2021-22
Current FY 2022-23
Planned FY 2023-24

WHEREAS, the required maintenance activities as listed in the documents for the various school facilities of the Colts Neck Township School District are consistent with these requirements;

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid;

NOW, THEREFORE, BE IT RESOLVED, that the Colts Neck Township School District hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan Report and M-1 form for the Colts Neck Township School District in compliance with the Department of Education requirements, which is on file in the Office of the Business Administrator.

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

No: None

Absent: None

3. It was moved by Tracy Kramer, seconded by Amy Dimes and carried on a unanimous roll call vote to approve the declaration, as surplus, non-useable property of the Colts Neck Board of Education as required by N.J.S.A. 18A:18A-45 and hereby authorizes the Business Administrator to dispose of same in accordance with the statute, said surplus, non-useable property being all items listed on attachment. ([REVISED.Attachment # F-1](#))

DECLARATION OF
NON-USEABLE
PROPERTY AS
SURPLUS

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

No: None

Absent: None

4. It was moved by Tracy Kramer, seconded by Amy Dimes and carried on a unanimous roll call vote to approve the addendum to extend the agreement with ESS Northeast, LLC. originally approved by the Board on October 20, 2021 to continue to provide professional contracted services for three (3) daily substitute teachers, for the term of November 10, 2022, through June 30, 2023. Addendum on file in the Business

APPROVAL OF
ADDENDUM TO
EXTEND
CONTRACT WITH
EDUCATION
MANAGEMENT &
STAFF SOLUTIONS
("ESS")

Office.

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

No: None

Absent: None

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 policies and regulations, as indicated below: (Attachment #P-1 - #P-3) FIRST READING
OF POLICIES AND
REGULATIONS

Attachment #P-1	ByLaw 0141 - Board Member Number and Term
Attachment #P-2	ByLaw 0151 - Organization Meeting
Attachment #P-3	ByLaw 0171 - Duties of Board President and Vice President

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

No: None

Absent: None

2. It was moved by Amy Dimes, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the abolishment of the following policy as indicated below: ABOLISHMENT OF
POLICIES AND
REGULATIONS

Policy 8505	Wellness Policy/Nutrient Standards For Meals And Other Foods
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Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: None

3. 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 job description below: (Attachment # P-4) ADOPTION OF
JOB DESCRIPTION

Attachment #P-4	Business Office Assistant - Part Time
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Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer,

Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: None

NEGOTIATIONS

1. It was moved by Alison DeNoia, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the collective bargaining agreement between the Colts Neck Township Administrators' Association ("CNTAA") and the Colts Neck Board of Education for the 2023-24, 2024-25 and 2025-26 school years covering the following positions:

COLLECTIVE
BARGAINING
AGREEMENT
BETWEEN CNTAA
AND BOARD FOR
THE 2023-24,
2024-25 AND 2025-26
SCHOOL YEARS

Principal
Assistant Principal - Primary/Elementary School
Assistant Principal - Middle School
Director of Curriculum and Instruction
Director of Special Services
Supervisor of Student Information Systems, Innovation, and 21st Century Learning

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

No: None

Absent: None

TRANSPORTATION

None

PERSONNEL

1. It was moved by Brenna Dillon, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the acceptance of the retirement of the following staff member, with regret, as indicated below:

RETIREMENT

Name	Position/Location	Effective Date
Patricia Alfieri	Teacher/Conover Road Primary School	1/1/2023

The Board expresses its appreciation and gratitude to Patricia Alfieri for her 19 years of faithful service to the children and the district and further wishes her good health and much happiness during her retirement.

Danielle Alpaugh thanked Patty Alfieri for her dedicated service to the district.

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

No: None

Absent: None

2. It was moved by Brenna Dillon, seconded by Heather Tormey 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
Lucas Amaniera	Instructional Assistant/Conover Road Primary School	11/5/2022

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

No: None

Absent: None

3. It was moved by Brenna Dillon, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the amending of the resolution adopted at the August 31, 2022 regular meeting for the employment of the following individual for the 2022-2023 school year, as indicated below: AMENDED EMPLOYMENT: INSTRUCTIONAL ASSISTANT 2022-2023 SCHOOL YEAR

Name/Position/Location	From Hours/Number of Days/Step/Hourly Rate/Salary	To Hours/Number of Days/Step/Hourly Rate/Salary
Lauren Hodges Instructional Assistant/ Conover Road Elementary School	6.75 Hours Daily 184 Days Step 14 \$18.37 Per Hour \$ 20,131 Per Annum	6.75 Hours Daily 184 Days Step 14 \$18.37 Per Hour \$ 22,816 Per Annum

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

No: None

Absent: None

4. It was moved by Brenna Dillon, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the amending of the resolution adopted at the October 26, 2022 regular meeting for the employment of the following individual for the 2022-2023 school year, as indicated below:

AMENDED
EMPLOYMENT:
BUS DRIVER
2022-2023
SCHOOL YEAR

Name/Position/Location	Effective Dates From	Effective Dates To
Gwynne Dawson Bus Driver/District	On or about 11/1/22 - 6/30/23	11/7/22 - 6/30/23

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

No: None

Absent: None

5. It was moved by Brenna Dillon, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the granting of twenty-seven (27) days from the Colts Neck Township Education Association ("CNTEA") Sick Leave Bank to Jennifer Stattel, Teacher at Conover Road Primary School, for her absence commencing October 20, 2022 through December 1, 2022.

CNTEA SICK LEAVE
BANK

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

No: None

Absent: None

6. It was moved by Brenna Dillon, seconded by Heather Tormey 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 Jennifer Stattel, Teacher at Conover Road Primary School, during the 2022-2023 school year, as indicated below:

AMENDED MEDICAL
DISABILITY LEAVE
2022-2023 SCHOOL
YEAR

Effective Dates	From	To
9/2/22 - 1/2/23	<ul style="list-style-type: none"> FMLA – Paid With healthcare benefits (Using Sick and Personal Days from 9/2/22 through 9/21/22) FMLA – Unpaid With healthcare benefits (9/22/22 through 	<ul style="list-style-type: none"> FMLA – Paid With healthcare benefits (Using Sick and Personal Days from 9/2/22 through 9/21/22) FMLA – Unpaid With healthcare benefits (9/22/22 through 10/19/22)

	11/25/22) <ul style="list-style-type: none">Contractual Leave – Unpaid Without healthcare benefits (11/26/22 through 1/2/23)	<ul style="list-style-type: none">FMLA – Paid With healthcare benefits (using Sick Bank Days from 10/20/22 through 11/25/22)Non FMLA - Paid With healthcare benefits (using Sick Bank Days from 11/26/22 through 12/1/22)Contractual Leave – Unpaid Without healthcare benefits (12/2/22 through 1/2/23)
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Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: None

7. It was moved by Brenna Dillon, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the rescinding of the appointment adopted at the October 26, 2022 Regular Meeting for the following staff member to serve in the following position for the Before and After School Remediation Programs (Author Study, Mystery Book Club, Math Games, Readers Theater, Solve and Wander, Stock Market Game, Mathletes, Word Wizards, Phonics Club, Mathematic Club, Fluency Practice, History Podcast, Chorus Spring Singers, Writers Workshop, Builders Club, Physical Education Club), for the 2022-2023 school year, as indicated below:

RESCINDED:
BEFORE AND
AFTER SCHOOL
REMEDATION
PROGRAM
INSTRUCTOR:
2022-2023 SCHOOL
YEAR

Staff Member	Location	Position
Stephen Toscano	Cedar Drive Middle School	Instructor

*Funded by TITLE I

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

No: None

Absent: None

8. It was moved by Brenna Dillon, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the appointment of the addition of the following staff member to serve in the following position for the Before and After School Remediation Programs (Author Study, Mystery Book Club, Math Games, Readers Theater, Solve and Wander, Stock Market Game, Mathletes, Word Wizards, Phonics Club, Mathematic Club, Fluency Practice, History Podcast, Chorus Spring Singers,

ADDITIONAL
BEFORE AND
AFTER SCHOOL
REMEDATION
PROGRAM
INSTRUCTOR:
2022-2023 SCHOOL
YEAR

Writers Workshop, Builders Club, Physical Education Club), for the 2022-2023 school year, at an hourly rate of \$52, for a total number of hours not to exceed 457 hours for all staff members, for a total amount not to exceed \$23,764.00* for all staff members, as indicated below:

Staff Member	Location	Position
Jennifer Tym	Conover Road Primary School	Instructor

*Funded by TITLE I

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

No: None

Absent: None

9. It was moved by Brenna Dillon, seconded by Heather Tormey 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 2022-2023 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 FALL
AFTER-SCHOOL
INTRAMURAL
PROGRAM
ADVISORS:
CEDAR DRIVE
MIDDLE SCHOOL

Name	Activity♦	Number of Sessions	Total Amount Not To Exceed
Lauren Hums	Guidance Club	7	\$493.50
Stephen Toscano	Builders Club	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, Brenna Dillon, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: None

10. It was moved by Brenna Dillon, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the amending of the resolution adopted at the October 12, 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 \$80 for each staff member, as indicated below:

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

Name	Event	Date
Elizabeth West	Cross Country All Star Meet	10/26/22

(replacing Karin Londono)		
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Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: None

11. It was moved by Brenna Dillon, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the additional pay to Conover Road Elementary School staff member to accompany student # 20260042 participating in the Conover Road Elementary School's Tech Club for one (1) hour per session during the 2022-2023 school year, as indicated below:

ADDITIONAL PAY
2022-2023 SCHOOL
YEAR

Name	Step/ Hourly Rate	Salary not to exceed	Number of sessions not to exceed	Effective Dates
Ellen Hannen	Step 18 \$21.72 per hr	\$130.32	6	11/8/22 - 12/13/22

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

No: None

Absent: None

12. It was moved by Brenna Dillon, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the amending of the resolution adopted at the August 10, 2022 regular meeting for the appointment of the following Cedar Drive Middle School staff members to serve as extracurricular advisors/coaches for the following sport and non-sport activities at Cedar Drive Middle School during the 2022-23 school year, as indicated below:

AMENDED
EXTRACURRICULAR
ADVISORS:
CEDAR DRIVE
MIDDLE SCHOOL
2022-23 SCHOOL
YEAR

Name	Position	Amount Not To Exceed From	Amount Not To Exceed To
Nicholas Lorusso	Boys' Soccer	\$3,493	\$3,494
Steven Ricci	Girls' Soccer	\$3,493	\$3,494
Dolores Pollak	Girls Cross Country	\$3,493	\$3,494
Joseph Truisi	Boys Cross Country	\$3,493	\$3,494

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

No: None

Absent: None

13. It was moved by Brenna Dillon, seconded by Heather Tormey 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
Lisa Barbera	Substitute Credential
Amanda Haddad	Substitute Credential

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

No: None

Absent: None

14. It was moved by Brenna Dillon, seconded by Heather Tormey 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 Edmond Deane, Custodian 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
10/3/22 - 10/31/22	10/3/22 - 12/5/22	Medical Disability-FMLA <ul style="list-style-type: none">• Paid With healthcare benefits (Using Sick Days from 10/3/22 through 12/5/22)

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

No: None

Absent: None

NEW BUSINESS/WORK SESSION AGENDA

- Alison DeNoia reported that she completed Governance I - New Board Member mandated training.
- Dr. Garibay commented that she spoke with NJSBA rep. Maryann Friedman and will be scheduling a training session sometime in March 2023 on Superintendent's Evaluation. This will be done during a board meeting.
- Board Attorney, Michael Gross, Esq. spoke to N.J.S.A. 18A:12-15 which

provides two conditions in which the County Superintendent would appoint the replacement for the vacant seat. The statute reads: *“a.By the county superintendent, if the vacancy is caused by the absence of candidates for election to the school board or by the removal of a member because of lack of qualifications, or is not filled within 65 days following its occurrence; and b.By the county superintendent, to a number sufficient to make up a quorum of the board if, by reason of vacancies, a quorum is lacking;”*

- Mr. Camera questioned the wording of the statute, more specifically “or by the removal of a member “.

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

At approximately 8:04 p.m Danielle Alpaugh announced that the Board would move into Executive Session for approximately 60-90 minutes 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 Heather Tormey, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote in the affirmative to move into Executive session.

ADJOURNMENT

At approximately 9:10 p.m. it was moved by Heather Tormey, 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, Tracy Kramer, Kevin O'Connor, Heather Tormey, Jacquelyn Hoagland and Danielle Alpaugh

No: None

Absent: None

REFERENCE SHEET	
Attachment # C-1	Reimbursable Expenses
Attachment # F-1	List of Non-useable property as surplus
Attachment # P-1	1st Reading - ByLaw 0141 - Board Member Number and Term
Attachment # P-2	1st Reading - ByLaw 0151 - Organization Meeting
Attachment # P-3	1st Reading - ByLaw 0171 - Duties of Board President and Vice President
Attachment # P-4	Adoption of Job Description - Business Office Assistant – Part time

BOARD MEETINGS*		
November 30, 2022	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-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