

**COLTS NECK TOWNSHIP SCHOOLS**  
**COLTS NECK, NEW JERSEY 07722**

**Mission Statement**

*The mission of Colts Neck Township Schools is to empower and inspire students to be confident, creative, self-sufficient learners who maximize their strengths and talents and contribute as responsible participants in their ever expanding world.*

**COLTS NECK BOARD OF EDUCATION GOALS**  
**2021-2022 SCHOOL YEAR**

- *FACILITIES: Develop a funding strategy plan for capital improvement projects as outlined in the Long-Range Facilities Plan.*
- *COMMUNICATIONS: Develop a District communications plan to establish positive partnerships within the community and promote district initiatives.*
- *STUDENT ACHIEVEMENT: Evaluate student success and standards in relationship to Curriculum, in a systematic and consistent manner, while taking into consideration costs and other factors in developing programs that are effective for the district.*
- *LONG-RANGE DISTRICT PLANNING: Complete the District Strategic Plan initiated in the 2019-2020 academic year.*
- *BOARD OPERATIONS: Review the current committee structure and develop a process to streamline the work and time commitment for board members.*
- *TECHNOLOGY: The board and administration will work together to establish a multi-year Technology Plan to best meet the needs of the district.*

**COLTS NECK SCHOOL DISTRICT GOALS**  
**2022-23 SCHOOL YEAR**

- *ACADEMIC: Develop and implement targeted action plans to increase percentages of students “meeting” and/or “exceeding” grade-level standards in mathematics and language arts.*
- *OPERATIONS: Implementation of the Strategic Plan - The district will complete all activities identified for year 1 (22-23) in Action Plans.*
- *WELLNESS: Increase identification of SEL needs, specifically in the areas of students’ perceptions of school and perceptions of selves as learners while increasing district-wide provisions of counseling and/or mental health supports.*
- *FACILITIES: Identify and pursue supplemental funding for Capital Projects directly related to indoor air quality and HVAC improvements.*
- *COMMUNICATIONS: Foster meaningful, strong relationships with parents/guardians and community stakeholders by increasing communications from the district and facilitating opportunities for both parent/guardians and stakeholder engagement.*

**MINUTES:** For the Meeting of the Board of Education, **January 18, 2023**, 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 Tormey called the meeting to order at 7:03 p.m. Approximately five (5) members of the public were present including Board Attorney, Michael Gross, Esq.

## **ROLL CALL**

ROLL CALL

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

Board Members Absent: None

## **LEGAL NOTICE OF MEETING**

LEGAL NOTICE

Pursuant to the Open Public Meetings Act, Chapter 231, this meeting has been duly advertised in the Asbury Park Press in a schedule of meetings dated January 10, 2023 notice of which has been filed with the Deputy Clerk for Colts Neck Township and the requirements of posting of notices have been met.

## **FLAG SALUTE**

FLAG SALUTE

President Tormey led the Flag Salute and Jessica Ramirez read the Mission Statement.

**BOARD REPRESENTATIVE TO STATE AND COUNTY SCHOOL BOARDS ASSOCIATION**

The Board President appoints the following Board Member as the district’s representative to New Jersey and County School Boards Associations:

BOARD REPRESENTATIVE:  
STATE & COUNTY SCHOOL BOARDS ASSOCIATION

Alison DeNoia
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**BOARD COMMITTEES**

APPOINTMENT OF BOARD COMMITTEES

The Board President appoints the following Board members to the various Committees of the Board, effective January 19, 2023 through January 3, 2024:

Committee	Chairperson(s)	Members
Buildings & Grounds/ Safety & Security	Tracy Kramer	Kevin O’Connor John Camera Brenna Dillon
Communications	Amy Dimes	Heather Tormey John Camera
Curriculum	Heather Tormey	Brenna Dillon Amy Dimes
Finance/Negotiations	Kevin O’Connor	Tracy Kramer Alison DeNoia
Policy	Alison DeNoia	Jessica Ramirez Vacancy
Ad Hoc Advocacy	Brenna Dillon	Jessica Ramirez Alison Denoia Vacancy

**BOARD LIAISONS**

The Board President appoints the following Board liaisons, effective January 19, 2023 through January 3, 2024:

APPOINTMENT OF BOARD LIAISONS

Organization/Group	Board Member Liaison
Colts Neck PTO	Amy Dimes
Colts Neck Township Committee	Heather Tormey
Colts Neck Township Senior Citizens	Alison DeNoia

**NEW BOARD MEMBER MENTORS**

The Board recognizes the following Board of Education members to serve as mentors for elected Board members who began their terms of service in January 2023 as follows:

BOARD MENTORS

Board Mentor	Board Member
Mrs. Brenna Dillon	Mrs. Jessica Ramirez
Mrs. Amy Dimes	Mr. John Camera

## APPROVAL OF MINUTES

APPROVAL OF  
MINUTES

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

Meeting
December 21, 2022 Special Meeting Minutes
January 4, 2023 Organization Meeting Minutes

Yes: John Camera (1/4/23), Alison DeNoia (abstain from New Business portion of 1/4/23), Brenna Dillon, Amy Dimes (12/21/22), Tracy Kramer, Jessica Ramirez (1/4/23), Kevin O'Connor and Heather Tormey (1/4/23)

No: None

Abstain: John Camera (12/21/22), Amy Dimes (1/4/23), Jessica Ramirez (12/21/22) and Heather Tormey (12/21/22)

Absent: None

Alison DeNoia commented that she is unable to approve a portion of the January 4th minutes; the minutes reflect the correct *statement* by Mr. Camera, however the actual fact is that he did not reach out to each board member, according to Mrs. DeNoia.

## PRESENTATION

PRESENTATION

1. Dr. Garibay introduced Dr. Erica Reynolds, Director of Curriculum & Instruction who presented the District's Fall 2022 Start Strong Assessment Results. It was noted the presentation will be available on the District website under Curriculum and Instruction.

## REPORT OF PRESIDENT – Mrs. Heather Tormey

PRESIDENT'S  
REPORT

President Tormey reported:

- Thanked Dr. Reynolds for the presentation; noted that there are ongoing conversations between administration and surrounding districts as well as the State regarding concerns for the necessity of this assessment.
- Noted the agenda has committee assignments, Board Liaisons and mentors. Each placement was done with careful consideration of the Board members' strengths, interests and availability to serve on their assigned committee. Each Chairperson was asked to look over the committee goals and update them accordingly and be

prepared to report out after your first meeting.

- Thanked Mrs. Dillon, Mrs. DeNoia and Mrs. Dimes for accepting the Board Liaison roles; your time and dedication is greatly appreciated.
- Thanked Mrs. Dimes and Mrs. Dillon for offering to be the Mentors for the new Board members.
- Noted the resolution for Recognizing the Month of January as School Board Recognition Month.
- Reminder the Board will have its annual Ethics Training, facilitated by MayAnn Friedman, NJSBA Field Rep, during the January 25th meeting; please be sure you are able to attend.
- Welcomed the three (3) Board candidates to the meeting; expressed appreciation for their interest and looking forward to the interviews this evening.

## COMMITTEE REPORTS

## COMMITTEE REPORTS

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

Chairperson: Tracy Kramer

Committee Members: Kevin O'Connor, John Camera, Brenna Dillon

Administrator: Vincent Marasco

- No Report - committee has not met; will schedule a January meeting.

### Communications Committee:

Chairperson: Amy Dimes

Committee Members: Heather Tormey, John Camera

Administrator: Philip J. Capasso III

- No Report - committee has not met.

### Curriculum Committee:

Chairperson: Heather Tormey

Committee Members: Amy Dimes, Brenna Dillon

Administrator: Dr. Erica Reynolds

- No Report - committee has not met.

### Finance/Negotiations Committee:

Chairperson: Kevin O'Connor

Committee Members: Tracy Kramer, Alison DeNoia

Administrator: Vincent Marasco

- No Report - committee has not met; scheduling a January meeting.

Policy Committee:

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

- No Report - committee has not met.

Ad-Hoc Advocacy Committee:

Chairperson: Brenna Dillon  
Committee Members: Alison DeNoia, Jessica Ramirez, Vacancy  
Co-Administrators: Dr. MaryJane Garibay and Dr. Richard Beck

- No Report

Board Member Liaisons:

Amy Dimes - Colts Neck PTO:

- Spring Gala planning is in full swing
- Encouraged new Board Members to become a PTO member
- Started Grade Level activities

Heather Tormey - Colts Neck Township Committee:

- The Township rolled out new recycling program
- Township hopes to be fully moved into new Town Hall building by end of February
- January 21st free Rabies Vaccine Clinic from 9:30 am to 10:30 am at Firehouse #2
- January 25th is the next township meeting; will take place at new Town Hall

Alison DeNoia - Colts Neck Township Senior Citizens:

- Will be reaching out to them next month

State & County School Boards Association Representative:

Alison DeNoia

- No report

**SUPERINTENDENT'S REPORT**

Dr. Garibay reported:

- The NJSBA Steam Tank Challenge is a Statewide innovation, creative, entrepreneurship challenge which is embedded in our Fifth grade curriculum. The projects that are created are put forward with the permission of the parents to the competition. Twenty-two (22) Colts Neck teams submitted projects in the fall and Excited to announce that ten (10) of them have been chosen to go on to the second round. The second round will be virtual in May and if teams move forward from the second round, they will compete at the NJSBA Annual Workshop in the Fall. Congratulations to Mr. Capasso, Mrs. Rogers and all of the teams for making it.
- Congratulations to Dr. Reynolds, Administration, and staff for a successful professional development day on Monday. Staff volunteered and collaborated to facilitate sessions on student engagement, which is very important. The main session for staff was using Student Voice to Move from Engagement to

Empowerment; this was a very meaningful session. In the Fall 2022 Sandy Jenkins, representative from the Schlechty Center, conducted student interviews, 10 students from every school and provided their responses to the teachers.

- Attended our mid-year budget review with SBA Mr. Marasco on January 12th with NJDOE County Superintendent, Educational Specialist and County Business Administrator. As part of this meeting, we were required to prepare and submit responses to questions and information to be included within the review of efficiency standards in accordance with statutory code. Will share this information with the Finance Committee at the next meeting.
- This year Dr. Reynolds and Dr. Beck will be facilitating a district report card committee for grades K-5. The committee will discuss standard based report cards. This is a way to develop a more meaningful communication tool for parents.
- We are continuing to monitor the Opt-Out, which is available to parents on specific health lessons. With respect to Grade 8, out of 52 total students, only one (1) opted out. Will continue to report out on this throughout the course of the year.
- March 23rd at 4pm at Brookdale, there is a joint venture between the Monmouth County Superintendents Roundtable and the Monmouth County NJEA; panel discussion for school leaders and teacher union leaders that is titled “Mental Health in our Schools and Community.” This was put together due to the tragic loss of life from suicide of two (2) educators that occurred in the fall.
- February 23rd - symposium with Monmouth County Superintendents partnership for Wellness; this is available for students in grades 6-12, parents, and any community members. More information will be shared with the school community.
- Working with Dr. Beck and Merri Milano for the coordination of the first meeting of the District Wellness Committee; an invitation to participate in the committee will be emailed to the school community on Monday. The first meeting is scheduled for February 7th. The goals of the committee are outlined in Policy 8530. By the end of this week will be sending out a mid-year lunch menu survey to the community.

**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
12/16/22 - 12/31/22	0	0

**COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS**

- Karin Londono, CNTEA President - Thanked all of the Board Members; appreciate all of the time, dedication and support it gives to the students and staff of the district. Thanked Dr. Garibay, for the work that she commits to for mental health, and social and emotional learning.

**ACTION ITEMS:**

1. It was moved by Brenna Dillon, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the acknowledgement of the Superintendent's Action for the following HIB incidents as reported to the Board at its meeting of January 4, 2023 for the period commencing December 1, 2022 through December 15, 2022 wherein one (1) incident was reported. One (1) incident of HIB was found to occur, as indicated below:

AFFIRMATION OF  
SUPERINTENDENT'S  
ACTION(S)

HIB Incident No.	Location
2022-01	Cedar Drive Middle School

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

No: None

Absent: None

John Camera requested clarification of the action item and the vote. Dr. Garibay provided background information on the process for reporting and acting on HIB incidents.

2. It was moved by Brenna Dillon, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the following field trip, as indicated below:

FIELD TRIP

Participants/Location	Trip / Location	Date
Grade 8 Students/ Cedar Drive Middle School	Harbor School/ Eatontown, NJ	1/23/23 & 1/24/23

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

No: None

Absent: None

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

SCHOOL BOARDS  
RECOGNITION  
MONTH IN NJ -  
JANUARY 2023

**WHEREAS**, The New Jersey School Boards Association has declared January 2023 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

**WHEREAS**, The Colts Neck Township Board of Education is one of 581 local school



boards in New Jersey, which sets policies and oversees operations for public school districts; and

**WHEREAS**, The Colts Neck Township Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

**WHEREAS**, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12<sup>th</sup> grade; and

**WHEREAS**, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

**WHEREAS**, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

**WHEREAS**, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

**WHEREAS**, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; Now, therefore, be it

**RESOLVED**, That the Colts Neck Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2023 as SCHOOL BOARD RECOGNITION MONTH; and be it further

**RESOLVED**, That the Colts Neck Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staff toward the advancement of our children's education.

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

No: None

Absent: None

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

None

## CURRICULUM

1. It was moved by Alison DeNoia, 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: Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Kevin O'Connor and Heather Tormey

No: None

Abstain: John Camera and Jessica Ramirez

Absent: None

2. It was moved by Alison DeNoia, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the following field observation assignment for the 2022-2023 school year, as indicated below:

FIELD  
OBSERVATION

Student/College/ Number of Hours	Cooperating Staff Member/ Position/Location	Effective Date
Danielle Stropoli Western Governors University 75 Hours	Michelle Weisbrot and Antoinette Pierro to share assignment/ Grade 2 Teacher Conover Road Primary School	1/19/23 - 2/17/23
Sara Grizzaffi Kean University 10 Hours	Dr. Chelsea McGowan Occupational Therapist Cedar Drive Middle School	1/19/23 - 2/2/23

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

No: None

Absent: None

## FINANCE

1. It was moved by Amy Dimes, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the Bill List dated January 18, 2023 in the amount of \$3,327,512.90 and Food Service payments in the amount of \$56,475.22.

BILL LIST  
FOOD SERVICE  
PAYMENTS

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

No: None

Absent: None

2. It was moved by Amy Dimes, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the acceptance of the Food Service Financial Report for the month of October, 2022.

FOOD SERVICE  
FINANCIAL  
REPORT

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

No: None

Absent: None

## **POLICY**

None

## **NEGOTIATIONS**

None

## **TRANSPORTATION**

None

## **PERSONNEL**

1. It was moved by Alison DeNoia, seconded by Kevin O'Connor 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:  
CUSTODIAN  
2022-2023 SCHOOL  
YEAR

Name	Position/Location	Effective Dates	Step/Salary
* Ilhami Canan (Replacing, Louis DiMeglio, who was reassigned and transferred)	Custodian/Conover Road Elementary School	2/1/23 – 6/30/23	Step 1 \$32,182 Per Annum, *Prorated (\$31,182 Base + \$1,000 Stipend)
* Jacob Nitkowski (Replacing, Richard Andrejack)	Custodian/Conover Road Elementary School	2/15/23 – 6/30/23	Step 1 \$32,182 Per Annum, *Prorated (\$31,182 Base + \$1,000 Stipend)

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

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

No: None

Absent: None

2. It was moved by Alison DeNoia, 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 an additional instructor for any of the Before and After Remediation Programs approved at the October 26, 2022 Regular Meeting, as indicated below:

ADDITIONAL  
INSTRUCTOR  
BEFORE AND  
AFTER SCHOOL  
REMEDICATION  
PROGRAMS:  
2022-2023 SCHOOL  
YEAR

Staff Member	Location	Position
Shannon Healy	Conover Road Elementary School	Instructor

\*Funded by TITLE I

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

No: None

Absent: None

3. It was moved by Alison DeNoia, 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 2022-2023 school year, as indicated below:

MEDICAL  
DISABILITY  
LEAVE  
2022-2023 SCHOOL  
YEAR

Name/Position Location	Effective Dates	Medical Disability Leave
Deborah Zeppetella/ Lunch-Recess Aide/ Conover Road Primary School	12/19/22 - 1/31/23	<ul style="list-style-type: none"> <li>Non-FMLA - Paid (Using Sick and Personal Days 12/19/22 through 1/4/23)</li> <li>Non-FMLA - Unpaid (1/5/23 through 1/31/23)</li> </ul>
Mildred Chaviano/ Teacher/ Cedar Drive Middle School	1/6/23 - 2/10/23	<ul style="list-style-type: none"> <li>FMLA - Paid With Healthcare Benefits (Using Sick Days from 1/6/23 through 2/10/23)</li> </ul>
Mary Alex Donofrio/ Teacher/Conover Road Primary School	2/21/23 - 4/21/23	<ul style="list-style-type: none"> <li>FMLA - Paid With Healthcare Benefits (using Sick Days from 2/21/23 through 3/21/23)</li> <li>FMLA - Unpaid With Healthcare Benefits (3/22/23 through 4/21/23)</li> </ul>

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

No: None

Absent: None

4. It was moved by Alison DeNoia, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amendment to the medical disability leave, adopted at the December 13, 2022 Regular Meeting, for Angelica Modica, Instructional Assistant at Conover Road Primary School, during the 2022-2023 school year, as indicated below:

AMENDED MEDICAL  
DISABILITY LEAVE  
2022-2023 SCHOOL  
YEAR

From	To	Leave Type
12/12/22 - 1/6/23	12/12/22 - 2/6/23	<ul style="list-style-type: none"> <li>Non-FMLA – Paid With Healthcare Benefits (Using Sick Days from 12/12/22 through 2/6/23)</li> </ul>

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

No: None

Absent: None

5. It was moved by Alison DeNoia, 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 an 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 sixty (60) minutes, at an amount not to exceed \$47 per session, as indicated below:

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

Name	Activity♦	Number of Sessions	Total Amount Not To Exceed
Gianine Ippolito	Jump Rope Club	8	\$376

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

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

No: None

Absent: None

6. It was moved by Alison DeNoia, 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 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 WINTER  
AFTER-SCHOOL  
INTRAMURAL  
PROGRAM  
ADVISORS:  
CEDAR DRIVE  
MIDDLE SCHOOL

Name	Activity♦	Number of Sessions Not To Exceed	Total Amount Not To Exceed
Jessica Grippaldi	After The Bell	30	\$2,115
Carrie Zanyor	Cedar Theater	7	\$493.50
Christine Bakos	Cedar Readers	7	\$493.50
Karla Parnagian	Cozy Crochet Club	7	\$493.50
Anthony Higuera	Harry Potter Club	7	\$493.50
Steven Ricci	Volleyball	7	\$493.50
Dolores Pollak	Volleyball	7	\$493.50

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

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

No: None

Absent: None

7. It was moved by Alison DeNoia, 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 a chaperone on December 13, 2022 for the following sport activity at Cedar Drive Middle School during the 2022-2023 school year, as indicated below:

CHAPERONE:  
CEDAR DRIVE  
MIDDLE SCHOOL  
2022-2023 SCHOOL  
YEAR

Name	Position	Amount Not To Exceed
Steven Ricci	Girls' Basketball	\$80

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

No: None

Absent: None

8. It was moved by Alison DeNoia, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the additional pay to the following staff member to accompany a student participating in the CRES Players Club after school program,

ADDITIONAL PAY:  
INSTRUCTIONAL  
ASSISTANT

for each session to run sixty (60) minutes, as indicated below:

Name/Location	Step/ Hourly rate	Total Amount Per Session	Number of Sessions	Total Amount Not to Exceed
Karen Blaser/ Conover Road Elementary School	10/\$16.21	\$16.21	22	\$356.62

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

No: None

Absent: None

9. It was moved by Alison DeNoia, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the additional pay to the following staff member to accompany a student participating in the Band Rehearsals before school program, for each session to run no longer than sixty (60) minutes, as indicated below:

ADDITIONAL PAY:  
INSTRUCTIONAL  
ASSISTANT

Name/Location	Step/ Hourly rate	Total Amount Per Session	Number of Sessions	Total Amount Not to Exceed
Lauren Hodges/ Conover Road Elementary School	14/\$18.37	\$18.37	19	\$349.03

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

No: None

Absent: None

10. It was moved by Alison DeNoia, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the additional pay to the following staff member to accompany a student participating in the CRES Evening Concert on March 28, 2023, session to run no longer than two (2) hours, as indicated below:

ADDITIONAL PAY:  
INSTRUCTIONAL  
ASSISTANT

Name/Location	Step/ Hourly rate	Total Amount Per Session	Number of Sessions	Total Amount Not to Exceed
Lauren Hodges/ Conover Road Elementary School	14/\$18.37	\$18.37	1	\$36.74

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

No: None

Absent: None

11. It was moved by Alison DeNoia, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the following college student to serve as a volunteer assistant for the Players Club, at Conover Road Elementary School during the 2022-2023 school year, as indicated below:

VOLUNTEER  
ASSISTANT:  
2022-2023 SCHOOL  
YEAR

Student Volunteer	School
Kathryn Rogers	Brookdale Community College

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

No: None

Absent: None

12. It was moved by Alison DeNoia, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amending of the substitute rates for the 2022-23 school year, adopted at the September 21, 2022 regular meeting for the 2022-23 school year, as indicated below:

AMENDED  
SUBSTITUTE  
RATES:  
2022-23 SCHOOL  
YEAR

Position	FROM Effective Dates 1/02/23 - 6/30/23	TO Effective Dates 1/02/23 - 6/30/23
Long-Term Substitute Support Positions: Lunch-Recess Aide <ul style="list-style-type: none"> <li>• Lunch-Recess Aide</li> <li>• Transportation Aide</li> <li>• Secretary</li> <li>• Instructional Assistant</li> <li>• Kindergarten Instructional Assistant</li> </ul>	\$14.00 per hour for positions requiring twenty (20) or more consecutive days in the same position	\$14.13 per hour for positions requiring twenty (20) or more consecutive days in the same position
Substitute Instructional Assistant	\$14.00 per hour	\$14.13 per hour
Substitute Lunch-Recess Aide	\$14.00 per hour	\$14.13 per hour



Substitute Transportation Aide	\$14.00 per hour	\$14.13 per hour
Substitute Secretary	\$14.00 per hour	\$14.13 per hour
Substitute Custodian	\$14.00 per hour	\$14.13 per hour
Seasonal Employees	\$14.00 per hour	\$14.13 per hour
Seasonal Physical Plant Employee	\$14.00 per hour	\$14.13 per hour

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

No: None

Absent: None

13. It was moved by Alison DeNoia, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the granting of twenty four (24) days from the Colts Neck Township Education Association ("CNTEA") Sick Leave Bank to Lauren Hums, School Counselor at Cedar Drive Middle School, for her absence commencing January 17, 2023 through February 17, 2023.

CNTEA SICK LEAVE  
BANK REQUEST  
2022-2023 SCHOOL  
YEAR

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

No: None

Absent: None

14. It was moved by Alison DeNoia, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amendment to the medical disability leave, adopted at the January 4, 2023 Organization Meeting, for Lauren Hums, School Counselor, at Cedar Drive Middle School, during the 2022-2023 school year, as indicated below:

AMENDED MEDICAL  
DISABILITY LEAVE  
2022-2023 SCHOOL  
YEAR

From	To
11/17/22 - 12/14/22	11/17/22 - 2/20/23
<ul style="list-style-type: none"> <li>FMLA – Paid with healthcare benefits (using Sick and Personal days 11/17/22 through 12/2/22)</li> <li>FMLA – Paid with healthcare benefits (using Personal day 12/5/22 .5 day)</li> <li>FMLA – Unpaid with healthcare benefits (12/5/22</li> </ul>	<ul style="list-style-type: none"> <li>FMLA – Paid with healthcare benefits (using Sick and Personal days 11/17/22 through 12/2/22)</li> <li>FMLA – Paid with healthcare benefits (using Personal day 12/5/22 .5 day)</li> <li>FMLA – Unpaid with healthcare benefits (12/5/22</li> </ul>

.5 day through 12/14/22)	.5 day through 12/14/22) <ul style="list-style-type: none"><li>• FMLA – Unpaid with healthcare benefits (12/20/22 day through 1/16/23)</li><li>• FMLA – Paid with healthcare benefits using 24 days from the CNTEA Sick Bank (1/17/23 through 2/17/23)</li></ul>
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Yes: John Camera, Alison DeNoia, Brenna Dillon, Amy Dimes, Tracy Kramer, Jessica Ramirez, Kevin O'Connor and Heather Tormey

No: None

Absent: None

**NEW BUSINESS/WORK SESSION AGENDA**

- Alison DeNoia - Colts Neck Community Band is performing February 9th at the Colts Neck High School; wonderful concert including selections from 'Wicked'.

**INTERVIEWS FOR BOARD OF EDUCATION VACANCY**

BOE VACANCY  
INTERVIEWS

Heather Tormey opened the floor for candidate interviews. The candidates being interviewed were: Andrew Rytter, Vincent Rugnetta and H. Allison Bender, Ph.D., ABPP-CN. President Tormey then began the interview process asking questions and requesting each candidate to answer. Each candidate additionally provided the Board with professional and personal background information.

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

At approximately 9:12 p.m President Tormey announced that the Board would move into Executive Session for approximately one hour to discuss the Board Member Vacancy and a confidential student matter. 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 Kevin O'Connor, seconded by Brenna Dillon and carried on a unanimous roll call vote in the affirmative to move into Executive session.

**ADJOURNMENT**

At approximately 10:06 p.m. it was moved by Alison DeNoia, seconded by Brenna Dillon and carried on a unanimous roll call vote to adjourn the meeting.

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

O'Connor and Heather Tormey

No: None

Absent: None

REFERENCE SHEET	
Attachment # C-1	Reimbursable Expenses

BOARD MEETINGS*			
January 18, 2023	March 15, 2023	June 14, 2023	September 6, 2023
January 25, 2023	April 5, 2023	June 28, 2023	September 20, 2023
February 8, 2023	April 19, 2023	July 19, 2023	October 4, 2023
February 22, 2023	May 3, 2023	August 9, 2023	October 18, 2023
March 1, 2023	May 24, 2023	August 23, 2023	November 1, 2023
November 15, 2023		December 13, 2023 @ 6 PM	
January 3, 2024 @ 6:00 p.m. (Organization Meeting)			

\* All Regular Board Meetings will be held at 7:00 p.m. in the Board Room of the Administration Building unless otherwise noted and advertised.

NOTEWORTHY DATES		
2023		
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