

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 SCHOOLS DISTRICT GOALS
2021-2022

- *LONG-RANGE DISTRICT PLANNING: Complete and present the new Colts Neck Township School District's Five-Year Strategic Plan*
- *STUDENT ACHIEVEMENT: Implement programs that apply the NJDOE's Principles of Learning Acceleration to address academic, social, and emotional needs of all students.*
- *PROFESSIONAL DEVELOPMENT: Establish and support teachers' knowledge of student engagement and its relationship to the work they design for students.*
- *WELLNESS: Facilitate district and school-based activities designed to promote the health and well-being of the whole child, staff, and school community.*
- *TECHNOLOGY: Establish a multi-year District Technology Plan that includes an audit of current devices, applications, digital learning resources, and communication platforms.*

Minutes: For the Reorganization and Regular Meeting of the Board of Education, **Wednesday, May 18, 2022**, at 7:00 p.m. at Cedar Drive Middle School Gymnasium, 73 Cedar Drive, 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 Gizzo called the meeting to order at 7:04 p.m. President Gizzo noted that Superintendent of Schools, Dr. MaryJane Garibay will be participating remotely. Approximately three (3) members of the public were present.

ROLL CALL

ROLL CALL

Board Members Present: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes (remote), Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh (remote) and Kathryn Gizzo

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

President Gizzo led the Flag Salute and Marian Castner read the Mission Statement.

ADOPTION OF OFFICIAL NEWSPAPERS

ADOPTION OF OFFICIAL NEWSPAPERS

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that the Asbury Park Press be adopted as the official newspaper to be used for the advertisement of meetings and legal ads and all other necessary public notifications for the 2022-23 school year, however, that the use of the Asbury Park Press shall not preclude the use of the Colts Neck Calendar, The Two Rivers Times, The Journal and newspapers of general circulation within the district.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

APPROVAL OF PARLIAMENTARY PROCEDURE

PARLIAMENTARY PROCEDURE

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, to adopt Robert's Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians for the 2022-23 school year.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

APPOINTMENTS

APPOINTMENTS

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that the following appointments be made for the 2022-23 school year:

Board Secretary	Vincent S. Marasco
Human Resources Officer	Dr. MaryJane Garibay
Affirmative Action Officer for District & Curriculum	Dr. Richard Beck
Gender-Equity Officer	Dr. Richard Beck
504 Officer	Dr. Richard Beck

Right-To-Know Officer	Vincent S. Marasco
Right-To-Know Contact	Nicholas Moretta
Public Agency Compliance Officer	Vincent S. Marasco
Affirmative Action Officer for Contracts	Vincent S. Marasco
Homeless Liaisons	Dr. Richard Beck Kathleen McGuire-Dunlea
Americans With Disabilities Act Officer	Dr. Richard Beck
Title 9 Officer	Dr. Richard Beck
English As A Second Language Plan	Erica Reynolds
Indoor Air Quality Officer	Nicholas Moretta
Integrated Pest Management Officer	Nicholas Moretta
Chemical Hygiene Officer	Nicholas Moretta
Asbestos Officer	Nicholas Moretta
School Safety Specialist	James Osmond
Anti-Bullying Coordinator	Dr. Richard Beck
Anti-Bullying Specialists	Jeanette Riggleman – CRPS Anne Rauso – CRES Lauren Hums - CDMS
Workman's Compensation Claims Coordinator	Vincent S. Marasco

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

APPOINTMENT OF GENERAL COUNSEL

GENERAL COUNSEL

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

WHEREAS, there exists a need for board counsel services in connection with Colts Neck Board of Education for the 2022-23 School Year, and

WHEREAS, such board counsel services can be provided only by a board counsel firm and the firm of Kenney, Gross, Kovats and Parton is so recognized as such a firm; and

WHEREAS, any and all work performed beyond the board counsel services will be payable to Kenney, Gross, Kovats and Parton, upon the submission of a voucher setting forth the time expended, and based upon the rate of \$150 per hour, not to exceed \$70,000.

NOW, THEREFORE, BE IT RESOLVED, by the Colts Neck Board of Education in the County of Monmouth, as follows:

1. The board counsel firm of Kenney, Gross, Kovats and Parton is hereby retained to provide board counsel services necessary in conjunction with the Colts Neck Board of Education.
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(a)(l), because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this resolution as well as the proposal shall be placed on file with the Secretary of the Board.
4. The approval of this resolution is based upon the approval of the Board Attorney.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

APPOINTMENT OF INSURANCE AGENTS

INSURANCE AGENTS

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that the Board of Education appoint Alliant / Boynton, 21 Cedar Avenue, Fair Haven, NJ as its District Insurance Agent (Consultant) for all Property and Casualty insurance coverage for the 2022-23 school year.

BE IT FURTHER RESOLVED, that the Board of Education appoints Brown & Brown Metro, LLC, 80 Lambert Lane, Suite 140, Lambertville, NJ as its District Insurance Agent (Consultant) for all medical and dental insurance coverage for the 2022-23 school year.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

APPOINTMENT OF DISABILITY INSURANCE PROVIDER

DISABILITY
INSURANCE
PROVIDER

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

BE IT RESOLVED, that the Board of Education appoints MGM Benefits, Prudential Insurance Company and Colonial Life as its providers for disability insurance through payroll deduction upon an employee's enrollment in the plan for the 2022-23 school year. The total cost for the plan will be paid by the employee.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

APPOINTMENT OF AUDITOR

AUDITOR

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

WHEREAS, there exists a need for Auditing Services, and

WHEREAS, the firm of Suplee, Clooney & Company, 308 East Broad Street, Westfield, New Jersey 07090 is licensed to provide such services.

NOW, THEREFORE, BE IT RESOLVED by the Colts Neck Board of Education in the County of Monmouth, as follows:

1. The auditing firm of Suplee, Clooney & Company is hereby retained to provide Auditing services for the 2022-23 school year, at a cost not to exceed \$26,050.
2. The contract is awarded without competitive bidding as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The anticipated term of this contract is one (1) year as presented in the firm's proposal.
4. Suplee, Clooney & Company, 308 East Broad Street, Westfield, New Jersey 07090 has completed and submitted a C271 Political Contribution Disclosure Form in accordance with Section 2 of P.L. 2006, c271.
5. A copy of this resolution as well as the engagement letter shall be placed on file with the Secretary of the Board.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

APPOINTMENT OF ACTING BOARD SECRETARY

ACTING BOARD
SECRETARY

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that MaryJane Garibay, Superintendent of Schools be appointed to serve as Acting Board Secretary to act in such capacity in the absence of the Board Secretary from the school district in accordance with the terms of the resolution establishing the title of Acting Board Secretary as adopted on January 12, 1963. Term shall be for the 2022-23 school year.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

APPOINTMENT OF TREASURER OF SCHOOL MONIES

TREASURER OF
SCHOOL MONEYS

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that Mr. John Antonides be designated as Treasurer of School Monies for the 2022-23 school year at an annual salary of \$3,375.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

APPOINTMENT OF REPRESENTATIVES REQUESTING FEDERAL AND STATE FUNDS

APPOINTMENT OF
REPRESENTATIVES
REQUESTING
FEDERAL AND
STATE FUNDS

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that MaryJane Garibay, Superintendent of Schools, and Vincent S. Marasco, School Business Administrator/Board Secretary of the Colts Neck Township School District or their designees, be designated as the Board's agents to request state and

federal funds under the existing State and Federal laws for the 2022-23 school year.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

APPOINTMENT OF DISTRICT QUALIFIED PURCHASING AGENT

DISTRICT QUALIFIED
PURCHASING AGENT

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

WHEREAS, 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

WHEREAS 18A:18A-3 provides that contracts, awarded by the Qualified Purchasing Agent ("QPA") that do not exceed in the aggregate in a contract year the bid threshold (currently \$44,000, may be awarded by the QPA without advertising for bids when so authorized by board resolution, and

WHEREAS 18A:18A-37,c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (Currently \$6,600) may be awarded by the QPA without soliciting competitive quotations if so authorized by board resolution.

NOW, THEREFORE BE IT RESOLVED, that the Colts Neck Board of Education, pursuant to the statutes cited above hereby appoints Vincent S. Marasco as its duly authorized Qualified Purchasing Agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Colts Neck Board of Education, and

BE IT FURTHER RESOLVED that Vincent S. Marasco is hereby authorized to seek competitive quotations, when applicable and practicable and award contracts on behalf of the Colts Neck Board of Education when contracts in the aggregate exceed 15% of the bid threshold (currently \$6,600) but are less than the bid threshold of \$44,000 for the 2022-23 school year

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

DESIGNATION OF CLAIMS AUDITOR: Prepayment Authority

CLAIMS AUDITOR

Amended 18A:19-1.2 and 4

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that the Vincent S. Marasco, School Business Administrator/Board Secretary, be designated as the Board of Education's Claims Auditor with authority as provided by 18A:19-2 and 18A:19-4.1, amended, to direct pre-payment of claims for Debt Service, Payroll, Fixed Charges, and any other claim or demand which would be in the best interests of the Board to pay promptly for the 2022-23 school year.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

DESIGNATION OF SCHOOL FUNDS INVESTOR

SCHOOL FUNDS
INVESTOR

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that the Board of Education designate Vincent S. Marasco, School Business Administrator/Board Secretary and Kathleen Condron, Bookkeeper Payroll Accounts Assistant as the Funds Investor and authorize them to make wire transfers amongst the board accounts as may be necessary for the 2022-23 school year.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

DESIGNATION OF TRANSFER AUTHORITY

DESIGNATION OF
TRANSFER
AUTHORITY

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that as provided by N.J.S.A. 18A:22-8.1 amended, MaryJane Garibay, Superintendent of Schools, be designated as Chief School Administrator to approve such line item budget transfers as are necessary between Board of Education meetings; and

RESOLVED that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of such meeting not less than monthly; and

BE IT FURTHER RESOLVED, that the Board of Education approves the delegation of said authority so granted to Vincent S. Marasco, School Business Administrator/Board Secretary for the 2022-23 school year.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

BOARD OF EDUCATION BANK ACCOUNTS

BANK ACCOUNTS

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

1. Depositories

RESOLVED, that PNC Bank be designated as the approved depository for Colts Neck Township funds and that the financial institution be required to be insured by either the SLIC or the FDIC and/or required by both Federal and State statutes; and

2. Required Transaction Authorities

BE IT FURTHER RESOLVED, that Vincent S. Marasco, Board Secretary, and/or his designee be authorized to wire transfer Board of Education funds between Board of Education accounts only; and

BE IT FURTHER RESOLVED, that any and all endorsements for or on behalf of this Corporation upon checks, drafts, notes, or instruments for deposit or collection made may be written or stamped endorsements of the Corporation without any designation of the person making such endorsements; and

BE IT FURTHER RESOLVED that the Board Secretary and/or his designee be authorized to enter into agreement/s with the State to allow the State to initiate credit entries to Board of Education accounts in its depositories by automatic deposit/s when appropriate; and

3. Accounts

BE IT FURTHER RESOLVED, that the Board Secretary be authorized on behalf of the Board of Education to change account types and establish new Statement Savings, NOW, SWEEP, and/or Money Market Investment Accounts in any or all of the above depositories when in the best interest of the Board of Education; and

BE IT FURTHER RESOLVED, that any funds on deposit in Board of Education

accounts be subject to withdrawal at any time upon presentation of warrants, checks, notes, bonds, bond coupons, or other instruments or orders for the payment of money when signed, live or facsimile, or authorized; and

4. Signatures

BE IT FURTHER RESOLVED, that Vincent S. Marasco, Board Secretary, is hereby authorized to deliver, upon demand, specimen facsimile signatures of required authorities to be approved depositories, as per the list of signatures on the respective accounts, on record in the Business Office; and

5. Documents, Investments and Requirements

BE IT FURTHER RESOLVED, that the Board Secretary and/or his designee be authorized on behalf of the Board of Education to:

- a. Withdraw from depositories and give receipt for, or authorize depositories to deliver to bearer or to any person designated by the Board Secretary, all or any documents and securities or other property held by the depositories for any purpose; and
- b. Authorize the depositories to purchase or sell Certificates of Deposit, Repurchase Agreements and other securities which are set forth in Board of Education policy; and
- c. Execute and deliver all instruments required by the depositories in connection with any of the foregoing resolutions and affix thereto the seal of this Corporation.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

IMPREST PETTY CASH FUNDS AUTHORIZATION (N.J.A.C. 6:20-2.10)

PETTY CASH
FUNDS

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, to authorize the Board Secretary to establish the following imprest petty cash fund accounts for the period July 1st to June 30th during the 2022-23 school year in accordance with N.J.S.A. 18A:4-15 and 18A:19-23 and Title 6 of the N.J.A.C. 6:20-2.10; and

BE IT FURTHER RESOLVED that each account be replenished within a period of time not

to exceed sixty (60) days without prior approval of the Board Secretary.

Account	Amount	Administrator
Board of Education Cash Account	\$500.00	School Business Administrator
Petty Cash – Conover Road Primary School	\$500.00	Principal Conover Road Primary School
Petty Cash – Conover Road Elementary School	\$500.00	Principal Conover Road Elementary School
Petty Cash – Cedar Drive Middle School	\$500.00	Principal Cedar Drive Middle School
Petty Cash – Superintendent's Office	\$500.00	Superintendent of Schools
Petty Cash – Transportation	\$250.00	Transportation Coordinator

BE IT FURTHER RESOLVED to establish a maximum single Petty Cash expenditure of \$100.00 not to be exceeded without prior approval by the Board Secretary.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

UNIFORM EXPANDED CHART OF ACCOUNTS

UNIFORM
EXPANDED CHART
OF ACCOUNTS

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that the Board adopt the Uniform Expanded Chart of Accounts (Revised March 2022) for New Jersey Public Schools for the 2022-23 school year.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

APPROVAL OF TAX SHELTERED ANNUITIES

TAX SHELTERED
ANNUITIES

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that the Board of Education approve the following companies to provide Tax Sheltered Annuity salary reduction agreements, in accordance with the district's approved

Plan Document of December 3, 2008, for the 2022-23 school year:

AIG Valic (403b)	Voya (457)
AXA Equitable (403b)	Metlife (403b)

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

APPROVAL OF FLEXIBLE SPENDING PLAN

FLEXIBLE SPENDING
PLAN

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that the Board of Education approves the appointment of Horizon Blue Cross Blue Shield of New Jersey as the district's third party administrator for the establishment and management of the district's Flexible Spending Plan program for the 2022-23 school year.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

FEES FOR COPIES OF PUBLIC DOCUMENTS

FEES FOR COPIES
OF PUBLIC
DOCUMENTS

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED that the Board of Education hereby establishes a photocopy fee for printed matter such as official Board Minutes and other public documents for the 2022-23 school year, as set forth below:

First page to tenth page	\$0.75 per page
Eleventh page to twentieth page	\$0.50 per page
All pages over 20	\$0.25 per page

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

APPOINTMENT OF REPRESENTATIVE TO MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION

REPRESENTATIVE
TO MONMOUTH
OCEAN
EDUCATIONAL
SERVICES
COMMISSION

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that MaryJane Garibay, Superintendent of Schools, is designated as the Board representative to the Monmouth-Ocean Educational Services Commission for the 2022-23 school year

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

AUTHORIZATION FOR EMPLOYMENT WHEN EMINENT NEED EXISTS

AUTHORIZATION
FOR EMPLOYMENT
WHEN EMINENT
NEED EXISTS

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that the Board of Education authorizes MaryJane Garibay, Superintendent of Schools, to offer employment to any deserving candidate and accept the resignation of any employee when an eminent need exists and the failure to appoint would interfere with providing a student(s) with a thorough and efficient education or the orderly operation of the school district for the 2022-23 school year. The Board will ratify such emergency appointments at their next regularly scheduled meeting.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

APPOINTMENT OF CUSTODIAN OF RECORDS AND PUBLIC ACCESS TO RECORDS OFFICER

CUSTODIAN OF
RECORDS AND
PUBLIC ACCESS TO
RECORDS OFFICER

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

WHEREAS, P.L. 2001, c.404 (C.47:1A-7), known as the Public Access Law, amends and

supplements P.L. 1963, c 73.P.L. 1995, c.23 and P.L. 1998, c.17 regarding public access to government records, and

WHEREAS, the law designates that a person be designated as the custodian of a government record, and

WHEREAS, copies of permitted government records must be provided to persons upon written request and upon prepayment of fees prescribed by law or regulation, and

WHEREAS, except as otherwise provided by law or regulation, the fee assessed for the copying of a government record shall be as set forth below:

First page to tenth page	\$0.75 per page
Eleventh page to twentieth page	\$0.50 per page
All pages over 20	\$0.25 per page

NOW, THEREFORE, BE IT RESOLVED that the Board of Education appoints Vincent S. Marasco, School Business Administrator/Board Secretary, as the custodian of government records for the 2022-23 school year, and

BE IT FURTHER RESOLVED, that the Board of Education of the Colts Neck School District approves the Open Public Records Act Request Form for the use of any person who requests access to a government record, and

BE IT FURTHER RESOLVED, that the fees should be reviewed and approved annually by the Board of Education.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

EXTRAORDINARY UNSPECIFIABLE SERVICES – POLICY SERVICES

EXTRAORDINARY
UNSPECIFIABLE
SERVICES –
POLICY SERVICES

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

WHEREAS, there exists a need for policy review services of the Colts Neck Board of Education for the 2022-23 School Year.

WHEREAS, it has been determined that such policy review services are specialized in nature, require expertise in the field of policy review and can be provided only by someone with knowledge of policy and is not reasonably possible to describe the required services with written bid specifications, and

NOW THEREFORE, BE IT RESOLVED, By The Colts Neck Board Of Education In The County Of Monmouth, As Follows

- 1. The policy review services firm of Strauss Esmay Associates, LLP is hereby retained to provide policy review services necessary for the 2022-23 School Year.
- 2. This contract is awarded without competitive bidding as “Extraordinary Unspecifiable Services” in accordance with the Public School Contracts Law, N.J.S.A.18A:18A(a)(1) because it is for services performed by persons that cannot be reasonably described and bid.

A copy of this resolution as well as the contract shall be placed on file with the Secretary of the Board.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

EXTRAORDINARY UNSPECIFIABLE SERVICES – TELECOMMUNICATION SERVICES

EXTRAORDINARY
UNSPECIFIABLE
SERVICES –
TELECOMMUNICATI
ON SERVICES

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

WHEREAS, it has been determined that such telecommunication services are specialized in nature, require expertise in the field of telecommunication and can be provided only by someone with knowledge of policy and is not reasonably possible to describe the required services with written bid specifications, and

NOW THEREFORE, BE IT RESOLVED, By The Colts Neck Board Of Education In The County Of Monmouth, As Follows

- 1. The telecommunication services firm of Altice (Cablevision, Optimum Lightpath) and Monmouth Telecom are hereby retained to provide telecommunication services necessary for the 2022-23 school year.
- 2. These contracts are awarded without competitive bidding as “Extraordinary Unspecifiable Services” in accordance with the Public School Contracts Law, N.J.S.A.18A:18A(a)(1) because it is for services performed by persons that cannot be reasonably described and bid.

A copy of this resolution as well as the contracts shall be placed on file with the Secretary of the Board.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

ADOPTION OF CURRICULUM GUIDES AND TEXTBOOKS AND MATERIALS AND FIVE-YEAR REVIEW CYCLE OF CURRICULUM GUIDES

CURRICULUM
GUIDES;
TEXTBOOKS AND
MATERIALS; CORE
CURRICULUM
GUIDES
FOR 2022-2023
SCHOOL YEAR

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that all current curriculum guides; textbooks and materials; and the CORE curriculum guide list unless modified upon recommendation of the Superintendent, which are on file in the Office of Curriculum and Instruction, be adopted for the 2022-2023 school year, as indicated below:

2022-2023 Textbook/ Material/Core Curriculum List
2022-2023 CORE Curriculum Guide

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

MULTI-YEAR PLAN

MULTI-YEAR PLAN

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that the following multi-year plan be approved for the 2022-23 school year, as indicated below:

Comprehensive Equity Plan

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

SOFTWARE SUPPLIERS

SOFTWARE SUPPLIERS

It was moved by Kathryn Gizzo, seconded by Marian Castner and carried on a unanimous roll call vote to approve the following resolution:

RESOLVED, that the following list of suppliers of software for the 2022-23 school year be approved, as indicated below:

Information Technology Center (ITC-Asbury Park)
Genesis (SIS & SchoolFi)
Edlio
Schoolmessenger
VersaTrans
School Dude
Frontline Technologies
Safe Schools
Scholarchip
Service Works, Inc.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

REGULAR BOARD MEETING

APPROVAL OF MINUTES

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

APPROVAL OF MINUTES

Meeting
April 27, 2022 Regular Meeting Minutes
April 27, 2022 Executive Session Minutes

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer and Kathryn Gizzo

No: None

Abstain: Heather Tormey and Danielle Alpaugh

Absent: None

PRESENTATION

PRESENTATION

1. Mr. George Sundell, Principal Demographer from Sundance Associates presented the results from the March 2022 Demographic Report prepared for the Colts Neck Township Schools.

COMMUNICATIONS

COMMUNICATIONS

Date	From	To	Subject
5/14/22	Cara Pantano	Board of Education	Comprehensive Health & Physical Education Curriculum
5/18/22	Desirae Pesce	Board of Education	Comprehensive Health & Physical Education Curriculum

REPORT OF PRESIDENT – Mrs. Kathryn Gizzo

PRESIDENT'S REPORT

President Gizzo reported:

- Reminder May 25th is Family Yoga night at CRES gymnasium.

COMMITTEE REPORTS

COMMITTEE REPORTS

Buildings & Grounds/Safety & Security Committee:

Chairperson: Kathryn Gizzo/Tracy Kramer
Committee Members: Marian Castner, Brenna Dillon
Administrator: Vincent Marasco

- Tracy Kramer reported that the committee met on May 16th.
- Reviewed engineering study of CRPS Boiler Room & Wastewater Treatment Plant.
- On May 10th Mr. Marasco and Nick Moretta, Facilities Manager, met with a representative to discuss the cost benefit of participating in an ESIP program, including additional discussions regarding solar energy opportunities.
- Reviewed the proposed project donation by the Eagle Scouts of a GAGA pit on CRES grounds and safety factors related to the same.
- CDMS tennis court/basketball court are moving along; the basecoat has been applied and some minor repairs have been made.
- The committee also discussed the proposal from LandCare to address the drainage issue in front of the Administration building, as well as landscaping improvement options for the Administration building.
- Mr. Marasco updated the committee that the district will be carrying cyber liability insurance through its commercial insurance renewal.

Communications Committee:

Chairperson: Danielle Alpaugh/Amy Dimes
Committee Members: Alison DeNoia, Kathryn Gizzo
Administrator: Philip J. Capasso III

- Danielle Alpaugh reported that the committee has not met since the last meeting.
- The next meeting is tentatively set for June 8th.

Curriculum Committee:

Chairperson: Marian Castner
Committee Members: Danielle Alpaugh, Alison DeNoia, Heather Tormey
Administrator: Erica Reynolds

- Marian Castner reported that the committee met on May 11th; the main topic of the meeting was the health curriculum.
- The committee further discussed the ESSER funding.
- Dr. Reynolds provided a short presentation on the Summer Bridge program.
- The next meeting is scheduled for June 15th.

Finance/Negotiations Committee:

Chairperson: Kathryn Gizzo
Committee Members: Marian Castner, Jacquelyn Hoagland, Tracy Kramer
Administrator: Vincent Marasco

- Kathryn Gizzo reported that the committee has not met since the last meeting.
- The next meeting is scheduled for May 25th.

Policy Committee:

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

- Jacquelyn Hoagland reported that the committee met on May 10th; Minutes are forthcoming;
- Numerous policies/regulations up for first reading this evening.

Ad Hoc Pandemic Advisory Committee:

Chairperson: Marian Castner
Committee Members: Danielle Alpaugh, Kathryn Gizzo, Jacquelyn Hoagland
Co-Administrators: Dr. MaryJane Garibay and Vincent Marasco

- Marian Castner reported that the committee has not met.

Board Member Liaisons:

Amy Dimes - Colts Neck PTO

- Reminder- the Color Run is May 22nd.

Heather Tormey - Colts Neck Township Committee

- Memorial Day Parade is scheduled for May 30th and begins at 10:30 a.m.
- Fireworks for the 4th of July will be held on July 3rd at Bucks Mills.
- The Town Hall building is scheduled to be completed by October.

Danielle Alpaugh - Colts Neck Township Senior Citizens

- No Report

State & County School Boards Association Representative:

Brenna Dillon

- Attended the Semi Annual NJSBA Delegate Assembly on May 14th.

SUPERINTENDENT'S REPORT

No Report

INFORMATION ITEMS:

1. Superintendent's Report on Enrollment, Fire/Security Drills and Student Suspensions for the 2021-22 School Year, as of April 30, 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

Period	Number of Investigations Reported	Number of Incidents HIB Was Found to Occur
4/18/22 - 4/29/22	0	0

COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

None

ACTION ITEMS:

1. It was moved by Heather Tormey, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the acceptance of the Superintendent's Action for the following HIB incident as reported to the Board at its meeting of May 4, 2022 for the period commencing April 1, 2022 through April 15, 2022 wherein one (1) incident was reported and HIB was found to have occurred: AFFIRMATION OF SUPERINTENDENT'S ACTION(S)

HIB Incident No.4	Location
2021-04	Cedar Drive Middle School

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

2. It was moved by Heather Tormey, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the amended school calendar for the 2021-22 school year. ([Attachment # S-2](#))

2021-2022 AMENDED
SCHOOL CALENDAR

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

3. It was moved by Heather Tormey, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the following field trips, as indicated below:

FIELD TRIPS

Participants	Trip/Location	Description	Dates
Grade 8 CDMS	Bayshore - Monmouth County Park	Marine science Exploration	5/18/22
Cedar Drive Middle School Band/Choir	Hershey, PA	Music in the Parks Competition	6/3/22
Robotics Team	Holbein Middle School, Mount Holly, NJ	Robotics Competition	6/9/22

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

BUILDINGS AND GROUNDS

1. It was moved by Tracy Kramer, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the Student-Faculty Basketball Game on May 19, 2022 at the Cedar Drive Middle School and the participation of the following staff members, as players, at the Cedar Drive Middle School Student-Faculty Basketball Game on May 19, 2022, as indicated below:

CDMS
STUDENT-FACULTY
BASKETBALL GAME
AND STAFF MEMBER
PARTICIPATION
2021-2022 SCHOOL
YEAR

Jeffrey Brown	Anne Rauso	Elizabeth West
Jennifer Collett	Steven Ricci	Ryan White
Andrew Czerwinski	Colin Rigby	Brian J. Willis
Hope Delia	Elizabeth Rosenberg	Carrie Zaynor
Lauren Hums	Gregory Storts	Michael Esposito

		(Full Time Substitute)
Nicholas Lorusso	Carrie Sullivan	Elan Sullivan (Substitute)
Elizabeth Lowes	Joseph Truisi	
Dolores Pollak	Ryan Walker	

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

2. It was moved by Tracy Kramer, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the Spring Music & Arts Festival on June 15, 2022 at Cedar Drive Middle School.

CDMS SPRING
MUSIC & ARTS
FESTIVAL 2021-2022
SCHOOL YEAR

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

CURRICULUM AND INSTRUCTION

1. It was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the appointment of staff members to participate in curriculum writing for the 2022-23 school year, at an hourly rate of \$52, as indicated below:

CURRICULUM
WRITING 2022-23
SCHOOL YEAR

Name	Course	Total Number of Hours Not to Exceed	Total Salary Not to Exceed
Linda Weigel	Art Standards (Gr. K-2)	11	\$572.00
Ryan Walker	Art Standards (Gr. 6-8)	11	\$572.00
Jennifer Tym	Health Standard (Gr. K-2)	11	\$572.00
Elizabeth Lowes	Health Standard (Gr. 3-5)	11	\$572.00
Dolores Pollak	Health Standard (Gr. 6-8)	11	\$572.00
Steven Ricci	Health Standard (Gr. 6-8)	11	\$572.00
Michele Rogers	Innovation Lab Curriculum (Gr. 3-5)	11	\$572.00
Elizabeth West	Innovation Lab Curriculum (Gr. 6-8)	11	\$572.00

Richard Baiata	Physical Education Standard (Gr. K-2)	11	\$572.00
Gianine Ippolito	Physical Education Standard (Gr. 3-5)	11	\$572.00
Elizabeth Lowes	Physical Education Standard (Gr. 3-5)	11	\$572.00
Dolores Pollak	Physical Education Standard (Gr. 6-8)	11	\$572.00
Steven Ricci	Physical Education Standard (Gr. 6-8)	11	\$572.00
Suzanne Cooper	Science Standards (Gr. 7-8)	11	\$572.00
Carrie Zanyor	Science Standards (Gr. 7-8)	11	\$572.00
Lisa Mastroianni	Social Studies Curriculum Pilot (Gr. K-2)	11	\$572.00
Michelle Weisbrot	Social Studies Curriculum Pilot (Gr. K-2)	11	\$572.00
Jennifer Main	Social Studies Curriculum Pilot (Gr. 3-5)	11	\$572.00
Christine MacLeod	Social Studies Curriculum Pilot (Gr. 3-5)	11	\$572.00
Michele Rogers	Social Studies Curriculum Pilot (Gr. 3-5)	11	\$572.00
C.J. Burtnick	Social Studies Civics Curriculum (Gr. 6-8)	11	\$572.00
Joseph Truisi	Social Studies Curriculum Civics (Gr. 6-8)	11	\$572.00
Christine Bakos	Stokes Curriculum (Gr. 7-8)	11	\$572.00
C.J. Burtnick	Stokes Curriculum (Gr. 7-8)	11	\$572.00
Kathleen Godlesky	Stokes Curriculum (Gr. 7-8)	11	\$572.00
Dolores Pollak	Stokes Curriculum (Gr. 7-8)	11	\$572.00
Steven Ricci	Stokes Curriculum (Gr. 7-8)	11	\$572.00
Joseph Truisi	Stokes Curriculum (Gr. 7-8)	11	\$572.00
Carrie Zanyor	Stokes Curriculum (Gr. 7-8)	11	\$572.00
Karin Londono	Stokes Curriculum (Gr. 7-8)	11	\$572.00
AnnaRita Dragonetti	World Language Spanish/Italian (Gr. 6-8)	11	\$572.00

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

2. It was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the evaluation model for administrative and teaching staff members for the 2022-23 school year, as indicated below:

ADMINISTRATIVE
AND TEACHER
EVALUATIONS:
NJPEPL/MPPR,
DANIELSON 2022-23
SCHOOL YEAR

2022-2023 NJPEPL/MPPR (Administrative Evaluation Mode)
2022-2023 Danielson Framework for Teaching (District's Teacher Evaluation Model)

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

3. It was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the District Mentoring Plan for the 2022-23 school year, as indicated below:

MENTORING PLAN
2022-23 SCHOOL
YEAR

2022-2023 District Mentor Plan (on file in the office of Curriculum and Instruction)

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

4. It was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the reallocation of 2021-2022 Title IA Every Student Succeeds Act ("ESEA") grant funds in the total amount of \$66,720 adopted at the September 1, 2021 Regular Meeting, as indicated below:

2021-2022 AMENDED
ESEA GRANT
ACCEPTANCE OF
FUNDS

From:	To:
Budgeted Salaries in the Amount of \$66, 720	Budgeted Salaries in the Amount of \$33,908
	Budgeted Supplies in the Amount of \$32,812

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

5. It was moved by Marian Castner, 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, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

FINANCE

1. It was moved by Kathryn Gizzo, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the Bill List dated May 18, 2022 in the amount of \$2,355,008.70 and Food Service payments in the amount of \$56,530.04. BILL LIST FOOD SERVICE PAYMENTS

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

2. It was moved by Kathryn Gizzo, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the acceptance of the Food Service Financial Report for the month of March, 2022. FOOD SERVICE FINANCIAL REPORT

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

3. It was moved by Kathryn Gizzo, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the appointment of Phoenix Advisors, 4 West Park Avenue, Bordentown, NJ as the district's Continuing Disclosure Agent and Municipal Advisor of Record for the 2022-23 school year at an annual fee not to exceed \$1,100. 2022-23SCHOOL YEAR CONTINUING DISCLOSURE AGENT AND MUNICIPAL ADVISOR OF RECORD

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

4. It was moved by Kathryn Gizzo, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the following resolution:

NJSIG SAFETY
GRANT
APPLICATION
SUBMISSION AND
GRANT AWARD

WHEREAS, The New Jersey Insurance Group ("NJSIG") is a school board insurance group authorized by N.J.S.A. 18A:18B-1, et seq. To provide insurance coverage and risk management services for its members; and

WHEREAS, the Colts Neck Township Board of Education, hereinafter referred to as the "Educational Institution," is a member of NJSIG; and

WHEREAS, in accordance with NJSIG Policy 3710, the goal of the Safety Grant program is to provide members the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve.

NOW, THEREFORE, BE IT RESOLVED that:

- (1) The Colts Neck Township Board of Education applies for a safety grant through the NJSIG Safety Grant program for the 2022-23 fiscal year in the amount of \$4,124 for the purposes set forth in their safety grant application, which is attached hereto ([Attachment # F-1](#)) and,
- (2) The Business Administrator is hereby authorized to take all action necessary to apply for and receive the safety grant award.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

POLICY

1. It was moved by Jacquelyn Hoagland, 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:

FIRST READING
OF POLICIES AND
REGULATIONS

Attachment #P-1	P1648.15 - Recordkeeping for Healthcare Settings in School Buildings - COVID-19
Attachment #P-2	P2417 - Student Intervention and Referral Services
Attachment #P-3	P3161 - Examination for Cause
Attachment #P-4	P4161 - Examination for Cause
Attachment #P-5	P5512 - Harassment, Intimidation, and Bullying

Attachment #P-6	P7410 - Maintenance and Repair
Attachment #P-7	R7410.01 - Facilities Maintenance, Repair Scheduling, and Accounting
Attachment #P-8	P8420 - Emergency and Crisis Situations
Attachment #P-9	P2622 - Student Assessment
Attachment #P-10	R2622 - Student Assessment

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

2. It was moved by Jacquelyn Hoagland, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the adoption of the following Job Description policies and regulations, as indicated below:

ADOPTION OF
MATHEMATICS
COACH JOB
DESCRIPTION

Attachment #P-11	Mathematics Coach Job Description
----------------------------------	-----------------------------------

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

3. It was moved by Jacquelyn Hoagland, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the abolishment of the following policies and regulations, as indicated below:

ABOLISHMENT OF
POLICIES AND
REGULATIONS

P1648.14	Safety Plan for Healthcare Settings in School Buildings
----------	---

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

NEGOTIATIONS

None

TRANSPORTATION

None

PERSONNEL

1. It was moved by Heather Tormey, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the medical disability leave for the following staff member during the 2021-22 school year, as indicated below:

MEDICAL
DISABILITY
LEAVE
2021-22 SCHOOL
YEAR

Name/Position Location	Effective Dates	Leave Type
Wilson Nunez/Head Custodian/Conover Road Primary School	4/21/22 - 5/6/22	Medical Disability/FMLA <ul style="list-style-type: none"> • Paid With healthcare benefits (Using Sick Days from 4/21/22 through 5/6/22)

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

2. It was moved by Heather Tormey, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the amendment to the medical disability leave, adopted at the April 27, 2022 Regular Meeting for Joann Commisso, Bus Driver for Colts Neck Township School District during the 2021-22 school year, as indicated below:

AMENDED MEDICAL
DISABILITY LEAVE
2021-22 SCHOOL
YEAR

Name/Position Location	From	To	Leave Type
Joann Commisso/ Bus Driver/District	3/22/22 - 5/9/22	3/22/22 - 5/23/22	Medical Disability/NON FMLA <ul style="list-style-type: none"> • Paid With healthcare benefits (Using Sick Days from March 22, 2022 through May 23, 2022)

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

3. It was moved by Heather Tormey, seconded by Alison DeNoia and carried on a

AMENDED

unanimous roll call vote to approve the amending of the resolution, adopted at the May 4, 2022 Regular Meeting, approving the appointment of the additional chaperones for the Hershey Park Music in the Parks trip during the 2021-22 school year, at an amount not to exceed \$160 for each staff member, as indicated below:

RESOLUTION:
CEDAR DRIVE
MIDDLE SCHOOL
ADDITIONAL
CHAPERONES
2021-22 SCHOOL
YEAR

Name	Event	Date
Jeff Brown Krystyna Hubbard Brian J. Willis Angelina Francese Cheryl Chandler	Hershey Park- Music in the Parks trip	6/3/22

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

4. It was moved by Heather Tormey, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the amending of the resolution, adopted at the May 4, 2022 Regular Meeting, approving the appointment of the additional chaperones for the following Cedar Drive Middle School event, at an amount not to exceed \$80 for each staff member, per session as indicated below:

AMENDED
RESOLUTION:
CEDAR DRIVE
MIDDLE SCHOOL
ADDITIONAL
CHAPERONES
ARTS & MUSIC
FESTIVAL
2021-22 SCHOOL
YEAR

Name	Event	Date	Number of Sessions
Jeffrey Brown Krystyna Hubbard Brian J. Willis Angelina Francese Cheryl Chandler	Arts & Music Festival	6-15-22	1

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

5. It was moved by Heather Tormey, seconded by Alison DeNoia 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, replacing Jessica Grippaldi who was approved at the April 6, 2022 Regular Meeting for the following Cedar Drive Middle School event during the 2021-22 school year, at an amount not to exceed \$80 per day, for staff member, as indicated below:

AMENDED
RESOLUTION:
CEDAR DRIVE
MIDDLE SCHOOL
CHAPERONES
2021-22 SCHOOL
YEAR

From	To	Event	Date
Jessica Grippaldi	Karin Londono	Track & Field Meet	5-13-22

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

6. It was moved by Heather Tormey, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the appointment of the following Cedar Drive Middle School staff members to serve as chaperones for the following Cedar Drive Middle School events during the 2021-22 school year, at an amount not to exceed \$80 for each staff member, as indicated below:

CEDAR DRIVE
MIDDLE SCHOOL
CHAPERONES
2021-22 SCHOOL
YEAR

Name	Event	Date
Dolores Pollak Joseph Trusi Carrie Zanyor	Study Hall Facilitators	5-19-22

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

7. It was moved by Heather Tormey, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the appointment of the following staff members to attend Military Counseling workshops before and after school hours at a rate of \$52 per hour, for a total number of hours not to exceed 15 hours for all staff members, for a total amount not to exceed \$802 for all staff members as indicated below:

MILITARY CLINICAL
COUNSELING
WORKSHOP 2021-22
SCHOOL YEAR

Name	Position/Location
Jeannette Riggelman	School Guidance Counselor Conover Road Primary School
Anne Rauso	School Guidance Counselor Conover Road Elementary School
Lauren Hums	School Guidance Counselor Cedar Drive Middle School

**Funded by a GRANT from THE NEW YORK JETS in conjunction with Social Emotional Learning Alliance*

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn

Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

8. It was moved by Heather Tormey, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the employment and salaries of the following Transport Workers Union (TWU) staff members for the 2022-23 school year:

2022-23 SALARIES
TWU STAFF
MEMBERS

Attachment # PSL - 1	Bus Drivers, Mechanic and Assistant Transportation Coordinator
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Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

9. It was moved by Heather Tormey, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the employment and salaries of support staff members for the 2022-23 school year:

2022-23 SALARIES
CNTEA SUPPORT
STAFF MEMBERS

Attachment # PSL - 2	Transportation Aides
Attachment # PSL - 3	Buildings and Grounds Support Staff

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

10. It was moved by Heather Tormey, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the employment of the following individual as a Long-Term Substitute Teacher during the 2021-22 school year, as indicated below:

EMPLOYMENT:
LONG-TERM
SUBSTITUTE
TEACHER
2021-22 SCHOOL
YEAR

Name	Position/Location	Effective Dates	Salary
Jean D'Urso (Replacing Amanda Auletta, who is on a leave of absence)	Long-Term Substitute Teacher	5/31/22 – 6/23/22	\$245 Per Day

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

11. It was moved by Heather Tormey, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the annual seven hundred dollar (\$700) stipend, for Instructional Assistants assigned to work with Special Education Students in a 1:1 capacity who participate in self-contained Special Education settings designed to service students with Autism, through the implementation of Applied Behavioral Analysis procedures as a primary modality of instruction. This applies to staff that require on-going training in Autism related procedures who possess the Registered Behavioral Technician (RBT) certification while working in the 1:1 capacity as per the Colts Neck Township Education Association (CNTEA) Support Staff Contract for the 2021-22 school year, as indicated below:

ABA/AUTISM
INSTRUCTIONAL
ASSISTANT
STIPEND 2021-22
SCHOOL YEAR

Name	Location	Effective Dates
Melissa Carroll* Carly Cole* Carin Beyer* Teresa D'Elia* Justina Eskandar* Heidi Hasting* Maria Iacopell* Jayne Macedo* Bethany Miranda* Joanne Oates* Angela O'Gorman* Kristina Panetta* Julia Papalcure* Joyce Ricci*	Conover Road Primary School	2021-2022 SY
Tracey Amaniera* Andrea Miller* Lori Press* Deborah Pletcher* Christine Rowland*	Cedar Drive Middle School	2021-2022 SY

**Prorated for any staff member who did not work the entire school year*

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

12. It was moved by Heather Tormey, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the additional pay to Donald Felle to serve as School Security Monitor on Wednesday, May 18, 2022 for a total number of hours not to exceed five (5), at an hourly rate of \$21 per hour, not to exceed \$105. ADDITIONAL PAY

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

13. It was moved by Heather Tormey, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the amending of the date for the following Cedar Drive Middle School event during the 2021-22 school year, as adopted at the May 4, 2022 Regular Meeting as indicated below: CEDAR DRIVE
MIDDLE SCHOOL
AMENDED DATE
2021-22 SCHOOL
YEAR

Name	Event	From	To	Number of Sessions
Christine Bakos Jessica Grippaldi Carrie Sullivan Nicholas Lorusso	Arts & Music Festival	5/24/22	6/15/22	1

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

NEW BUSINESS/WORK SESSION AGENDA

- Kathryn Gizzo discussed virtual/live streaming BOE meetings and the recent requests made by constituents. Requested the communications committee review this at the next meeting and bring a recommendation back to the Board.

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

At 8:03 p.m. President Gizzo announced that the Board would move into Executive Session for approximately fifteen (15) minutes to discuss a confidential personnel matter. She further announced that Board action would be taken afterwards and articulated that Executive discussion may be disclosed upon future resolution.

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

President Gizzo resumed Public Session at 8:21 p.m. The Board Secretary noted the same members present and absent from the initial roll call and announced a quorum.

PERSONNEL (ADDENDUM)

1. It was moved by Jacquelyn Hoagland, seconded by Alison DeNoia and carried on a unanimous roll call vote to approve the termination of Employee #26504 from employment with the Colts Neck School District, effective May 9, 2022. TERMINATION

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey and Kathryn Gizzo

No: None

Abstain: Amy Dimes and Danielle Alpaugh

Absent: None

ADJOURNMENT

At approximately 8:23p.m. it was moved by Jacquelyn Hoagland, seconded by Heather Tormey and carried on a unanimous roll call vote to adjourn the meeting.

Yes: Marian Castner, Alison DeNoia, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer, Heather Tormey, Danielle Alpaugh and Kathryn Gizzo.

No: None

Absent: None

REFERENCE SHEET	
Attachment # S-1	Enrollment, Fire/Security Drills and Student Suspensions as of April 30, 2022
Attachment # S-2	2021-2022 Amended School Year Calendar
Attachment # C-1	Reimbursable Expenses
Attachment # F-1	NJSIG Safety Grant Application Submission
Attachment # P-1	1st Reading Policy 1648.15 - Recordkeeping for Healthcare Settings in Schools - COVID-19
Attachment # P-2	1st Reading Policy 2417 - Student Intervention and Referral Services
Attachment # P-3	1st Reading Policy 3161 - Examination for Cause

Attachment # P-4	1st Reading Policy 4161 - Examination for Cause
Attachment # P-5	1st Reading Policy 5512 - Harassment, Intimidation, and Bullying
Attachment # P-6	1st Reading Policy 7410 - Maintenance and Repair
Attachment # P-7	1st Reading Regulation 7410.01 - Facilities Maintenance, Repair Scheduling, and Accounting
Attachment # P-8	1st Reading Policy 8420 - Emergency and Crisis Situations
Attachment # P-9	1st Reading Policy 2622 - Student Assessment
Attachment # P-10	1st Reading Regulation 2622 - Student Assessment
Attachment # P-11	Adoption - Mathematics Coach Job Description
Attachment # PSL-1	Bus Drivers, Mechanic and Assistant Transportation Coordinator
Attachment # PSL-2	Transportation Aides
Attachment # PSL-3	Buildings and Grounds Support Staff

BOARD MEETINGS*			
June 1, 2022	August 10, 2022	September 21, 2022	November 9, 2022
June 29, 2022	August 31, 2022 (if needed)	October 12, 2022	November 30, 2022
July 13, 2022	September 7, 2022	October 26, 2022	December 14, 2022 @ 6:00 pm
January 4, 2023 @ 6:00 p.m. (Organization Meeting)			

* All Regular Board Meetings will be held at 7:00 p.m. in the Board Room of the Administration Building unless otherwise noted and advertised. **The April 27, 2022 Regular Meeting and all future meetings through June 29, 2022 will be held at the Gymnasium at the Cedar Drive Middle School, 73 Cedar Drive, Colts Neck.**

NOTEWORTHY DATES		
2022		
Friday	May 27	Short Session Day for Students Full Day for Staff with In-Service After Student Dismissal
Monday	May 30	Memorial Day - Schools/Central Office Closed
Friday	June 24	Short Session Day for Students & Staff TBD Last Day of School - CDMS Graduation TBD

Respectfully Submitted,

Vincent S. Marasco

Vincent S. Marasco

School Business Administrator/Board Secretary