

**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.

**Per Executive Order 251, face masks are required to be worn indoors by all attendees of in-person
Colts Neck Township Board of Education Meetings.**

**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 Meeting of the Board of Education, **January 19, 2022**, at 7:00 p.m. in the Board Room at the Administration Building, 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 Gizzo called the meeting to order at 7:03 p.m. Approximately nine (9) members of the public were in attendance.

ROLL CALL

ROLL CALL

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

Board Member 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 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

Brenna Dillon

BOARD COMMITTEES

APPOINTMENT OF
BOARD COMMITTEES

The Board President appoints the following Board members to the various Committees of the Board, effective January 19, 2022 through January 4, 2023:

Committee	Chairperson(s)	Members
Buildings & Grounds/ Safety & Security	Kathryn Gizzo/ Tracy Kramer	Marian Caster Brenna Dillon
Communications	Danielle Alpaugh/ Amy Dimes	Alison DeNoia Kathryn Gizzo
Curriculum	Marian Castner	Danielle Alpaugh Alison DeNoia Heather Tormey
Finance/Negotiations	Kathryn Gizzo	Marian Castner Jacquelyn Hoagland Tracy Kramer
Policy	Jacquelyn Hoagland	Alison DeNoia Brenna Dillon Amy Dimes

BOARD LIAISONS

The Board President appoints the following Board liaisons, effective January 19, 2022 through January 4, 2023:

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	Danielle Alpaugh

APPROVAL OF MINUTES

APPROVAL OF
MINUTES

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

Meeting
November 17, 2021 Regular Meeting Minutes
December 15, 2021 Regular Meeting Minutes

Yes: Marian Castner, Brenna Dillon, Amy Dimes, Jacquelyn Hoagland, Tracy Kramer (11/17/21), Heather Tormey, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

Abstain: Alison DeNoia and Tracy Kramer (12/15/21)

PRESENTATION

PRESENTATION

1. Erica Reynolds, Director of Curriculum & Instruction presented the results from the Fall 2021 Start Strong Assessment.

COMMUNICATIONS

COMMUNICATIONS

Date	From	To	Subject
1/11/22	Eilyn Mariela Muscio	Board of Education	New Quarantine Guidelines
1/11/22	Brianne Burton	Board of Education	Expiration of EO & New Quarantine Guidelines
1/11/22	Stephanie Manucci	Board of Education	Expiration of EO & New Quarantine Guidelines
1/18/21	Angelique Volpe	Board of Education	Quarantine Requirements, Covid Notifications, District Mask Mandate

REPORT OF PRESIDENT – Mrs. Kathryn Gizzo

PRESIDENT'S
REPORT

President Gizzo thanked all of the staff on behalf of the Board of Education for their commitment to the students of the district, recognizing that each has been impacted by the pandemic. The Board is grateful to each and every staff member and they have the Board's full support.

COMMITTEE REPORTS

COMMITTEE REPORTS

Buildings & Grounds/Safety & Security Committee:

Co-Chairpersons: Kathryn Gizzo and Tracy Kramer
Committee Members: Marian Castner, Brenna Dillon
Administrator: Vincent Marasco

- No Report

Communications Committee:

Co-Chairpersons: Danielle Alpaugh and Amy Dimes
Committee Members: Alison DeNoia, Kathryn Gizzo
Administrator: Philip J. Capasso III

- No Report

Curriculum Committee:

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

- No Report

Finance/Negotiations Committee:

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

- No Report

Policy Committee:

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

- No Report

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 met on Tuesday, January 18th.

- Committee discussed the changes in quarantine restrictions, test-to-stay and Rover Labs, and the testing being performed by them weekly in the district.
- The committee continued discussions on social, emotional, and mental health issues and its effect on staffing.
- Additional topics included the acrylic desktop/table barriers in classrooms, as well as the difficulty in contact tracing for students utilizing playgrounds.

Board Member Liaisons:

Amy Dimes: Colts Neck PTO

- No Report

Heather Tormey: Colts Neck Township Committee

- No Report

Danielle Alpaugh: Colts Neck Township Senior Citizens

- No Report

State & County School Boards Association Representative:

Brenna Dillon - No Report

SUPERINTENDENT'S REPORT

Dr. Garibay reported:

- A PTO Newsletter went out today; really great events are being planned for the Spring. Recognized that the district's partnership with the PTO is invaluable and encouraged all to explore the PTO website.
- Announced that the PTO Spring Gala has been set for April 28th.
- Thanked everyone for their support during this unprecedented time and reminded people that spirited disagreement on issues is okay.
- Notice has been sent to constituents and district staff regarding shortened COVID Isolation & Quarantine Times as per the recent update from the CDC and the New Jersey Department of Health.
- Board is reviewing the test to stay option and discussing the most effective way to implement the program without adding more work for the school nurses.

INFORMATION ITEMS:

1. Superintendent's Report on Enrollment, Fire/Security Drills and Student Suspensions for the 2021-22 School Year, as of December 31, 2021. ([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
12/16/21-12/22/21	0	0

ACTION ITEMS:

1. It was moved by Jacquelyn Hoagland, seconded by Danielle Alpaugh and carried on a unanimous roll call vote to approve the acknowledgement that there is no Superintendent's Action for HIB/Non-HIB investigations, as reported at its meeting of January 5, 2022, for the period commencing December 1, 2021 through December 15, 2021 wherein no incidents were reported.

ACKNOWLEDGMENT
OF NO ACTION BY
SUPERINTENDENT

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 Danielle Alpaugh and carried on a unanimous roll call vote to approve the following evaluation, as indicated below:

EVALUATION

Student #	Type of Evaluation	Performed By	Cost Not to Exceed
20250958	Neurological	Dr. Petrucha	\$175.00
20220658	Neurological	Dr. Petrucha	\$175.00

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

No: None

Absent: None

3. It was moved by Jacquelyn Hoagland, seconded by Danielle Alpaugh and carried on a unanimous roll call vote to approve the following amendments to the 2021-22 School Calendar, as follows:

AMENDED 21-22
SCHOOL CALENDAR

From	To
Wednesday, February 23: Short Session Day - Parent/Teacher Conferences (Afternoon & Evening)	Wednesday, February 23: Short Session Day - Parent/Teacher Conferences (Afternoon)
Friday, February 25: Short Session Day - Students & Staff – Parent/Teacher Conference	Friday, February 25: Short Session Day - Students & 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

BUILDINGS AND GROUNDS

None

CURRICULUM AND INSTRUCTION

1. It was moved by Marian Castner, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the reimbursable expenses in accordance with Policy #6471/Regulation #6471. [\(Revised Attachment # C-1\)](#) 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

2. It was moved by Marian Castner, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the appointment of the following staff members to serve in the following positions listed below, as approved at the October 20, 2021 regular meeting, for the Before/After School Remediation/Enrichment Program for the 2021-22 school year, effective January 14, 2022 through June 24, 2022, at an hourly rate of \$52, for a total number of additional hours not to exceed 224 for all staff members, for a total amount not to exceed \$11,648 for all staff members, as indicated below: ADDITIONAL HOURS BEFORE/AFTER SCHOOL REMEDIATION/ENRICHMENT PROGRAM COORDINATOR AND INSTRUCTORS

Staff Member	Location	Position
Lysa Cook	Conover Road Elementary School	Coordinator
Jennifer Collett	Conover Road Primary School	TIP Instructor
Jennifer Main	Conover Road Primary School	TIP Instructor
Marie Muller	Conover Road Primary School	TIP Instructor
Katherine Staron	Conover Road Elementary School	TIP Instructor
Christine Doran	Conover Road Elementary School	A.B.L.E. Instructor
Nicole Ramos	Conover Road Elementary School	A.B.L.E. Instructor

*Funded by TITLE I

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 Heather Tormey and carried on a unanimous roll call vote to approve the adoption of the following new curricula for the 2021-22 school year, as indicated below:

ADOPTION OF NEW
CURRICULA FOR THE
2021-22 SCHOOL
YEAR

Grade Level	Title
	Algebra I
K-8	Art
5-8	Band
	Chorus
K-8	Dance
K-5	ELA Writing Units of Studies
7-8	Filming the News
	Financial Literacy
	Geometry
	Guitar
K-4	Handwriting
K-8	Health
3-8	Innovation Lab
	Intro to TV Production
6-8	Italian
6-8	Language Arts
K-8	Library
K-8	Mathematics
K-5	Making Meaning
K-8	Music
K-8	PE
6	PLTW-Energy Environment
K-8	Science
	Shakespeare Enrichment
6-8	Spanish
K-8	Social Studies
K-8	Theater Arts
K-5	World Language
K-5	Writing

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 Jacquelyn Hoagland, seconded by Danielle Alpaugh and carried on a unanimous roll call vote to approve the transfer of funds for the month of November, 2021 for the 2021-22 school year. ([Attachment # F-1](#)) TRANSFER OF FUNDS

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 Danielle Alpaugh and carried on a unanimous roll call vote to approve the Board Secretary's Report as of November 30, 2021. ([Attachment # F-2](#)) BOARD SECRETARY'S REPORT

RESOLVED, Pursuant to N.J.A.C. 6A:23-2.11(c)3 the Board Secretary certifies that as of November 30, 2021 NO budgetary line item account has obligations and payments (contractual orders) which in the total exceed the amount appropriated by the Board of Education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1.

Pursuant to N.J.A.C. 6A:23-2-11(c)4, we certify that as of November 30, 2021 the Board Secretary's monthly financial report (appropriations section) did not reflect an over expenditure in any of the major accounts or funds, and based on the appropriation balances reflected on this report and the advice of district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

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

No: None

Absent: None

3. It was moved by Jacquelyn Hoagland, seconded by Danielle Alpaugh and carried on a unanimous roll call vote to approve the Report of the Treasurer of School Monies as of November 30, 2021. ([Attachment # F-3](#)) TREASURER'S 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

4. It was moved by Jacquelyn Hoagland, seconded by Danielle Alpaugh and carried on a unanimous roll call vote to approve the Bill List dated January 19, 2022 in the amount of \$2,053,524.19 and Food Service payments in the amount of \$36,191.00.

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

5. It was moved by Jacquelyn Hoagland, seconded by Danielle Alpaugh and carried on a unanimous roll call vote to approve the Food Service Financial Reports for the month of October and November 2021.

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

POLICY

1. It was moved by Tracy Kramer, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the adoption of the following policies and regulations, as indicated below: (Attachment # P-1-P-4)

ADOPTION OF
POLICIES AND
REGULATIONS

Attachment # P-1 P6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs
Attachment # P-2 P6115.02	Federal Awards/Funds Internal Controls –Mandatory Disclosures
Attachment # P-3 P6115.03	Federal Awards/Funds Internal Controls – Conflict of Interest
Attachment # P-4 P6311	Contracts for Goods or Services Funded by Federal Grants

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 Danielle Alpaugh, seconded by Heather Tormey and carried on a unanimous roll call vote to approve Nicholas Moretta, Colts Neck Township Schools’ Certified Educational Facilities Manager, to serve as the districts COVID-19 Safety Coordinator in accordance with the Occupational Safety and Health Act of 1970 (OSHA), the COVID-19 Emergency Temporary Standard (ETS) published on June 21, 2021 which mandates school districts to designate a COVID-19 Safety Coordinator.

COVID-19 SAFETY
COORDINATOR
2021-22 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

2.
It was moved by Danielle Alpaugh, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the employment of the following individual for the 2021-22 school year, as indicated below:

EMPLOYMENT:
TRANSPORTATION
AIDE
2021-22 SCHOOL
YEAR

Name	Position/Location	Effective Dates	Hours/Number of Days/Step/Hourly Rate/Salary
Kathleen Hulse (Replacing Lori Martinelli, who resigned)	Transportation Aide/Transportation	1/18/22 – 6/30/22	4.75 Hours Daily 183 Days Step 5 \$15.20 Per Hour \$13,213 Per Annum, Prorated

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 Danielle Alpaugh, seconded by Heather Tormey 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
Richard McCann/Custodian/ Conover Road Elementary School	1/4/22 - 1/17/22	Medical Disability/FMLA <ul style="list-style-type: none"> • Paid With healthcare benefits (Using Sick Days from 1/4/22 through 1/17/22)

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 Danielle Alpaugh, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the amending of the contractual leave adopted at the January 5, 2022 Organization Meeting, for the following staff member during the 2021-22 school year, as indicated below:

AMENDED
CONTRACTUAL
LEAVE 2021-22
SCHOOL YEAR

Name/Position/ Location	From	To
Laura Crawley Bus Driver/District	Medical Disability/Non FMLA - 9/27/21 - 1/14/22 <ul style="list-style-type: none"> • Unpaid 9/27/21 - 10/19/21 • Paid (Using forty-one (41) Sick Bank Days 10/20/21 - 12/22/21) • Paid (Using nine (9) Sick Bank Days from 1/4/22-1/14/22) 	Medical Disability/Non FMLA - 9/27/21 - 1/28/22 <ul style="list-style-type: none"> • Unpaid 9/27/21 - 10/19/21 • Paid (Using forty-one (41) Sick Bank Days 10/20/21 - 12/22/21) • Paid (Using nine (9) Sick Bank Days from 1/4/22-1/14/22) • Unpaid 1/17/22-1/28/22

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

No: None

Absent: None

5. It was moved by Danielle Alpaugh, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the amendment to the medical disability leave, adopted at the December 15, 2021 Regular Meeting, for MaryEllen Zambell, Teacher at Conover Road Primary School, during the 2021-22 school year, as indicated below:

AMENDED MEDICAL
DISABILITY LEAVE
2021-22 SCHOOL
YEAR

From	To	Leave Type
9/2/21 - 1/1/22	9/2/21 - 3/22/22	Medical Disability/FMLA <ul style="list-style-type: none"> • Paid With Health Care Benefits Using Sick Days from 9/2/21-11/26/21 Medical Disability/Non-FMLA <ul style="list-style-type: none"> • Paid With Health Care Benefits Using Sick Days from 11/29/21 - 3/22/22

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 Danielle Alpaugh, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the employment of the following individual for the 2021-22 school year, as indicated below:

EMPLOYMENT:
INTERIM TEACHER
2021-22 SCHOOL
YEAR

Name	Position/Location	Effective Dates	Guide/Step Salary
Brianna Piccinich (Replacing MaryEllen Zambell, who is on a leave of absence)	Interim Teacher Conover Road Primary School	1/1/22 – 3/22/22	BA Guide Step 1 \$56,736 Per Annum, Prorated

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 Danielle Alpaugh, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the appointment of the following staff member to serve as a home instructor for Student #20240025, at an hourly rate of \$52, for the period commencing January 10, 2022 through February 17, 2022, for a total number of hours per week not to exceed five (5), as indicated below:

HOME INSTRUCTION
FOR 2021-22
SCHOOL YEAR

Name	Total Hours Per Week Not to Exceed
Suzanne Cooper	5

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 Danielle Alpaugh, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the appointment of the following individual to the Substitute Teacher list for the 2021-22 school year, at a salary of \$100 per day on an as needed basis, pending approval of criminal history review.

SUBSTITUTE
TEACHERS:
2021-22 SCHOOL
YEAR

Name	Certification
Jennifer Austin	Pending Substitute Credential

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 Danielle Alpaugh, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the appointment of the following Conover Road Elementary School staff members to serve as advisors to the Conover Road Elementary School Before-School Intramural Program for the 2021-22 school year, twice a week, at an hourly rate of \$47, with each session to run thirty (30) minutes, at an amount not to exceed \$23.50 per session, as indicated below:

2021-22 SCHOOL
YEAR AFTER-
SCHOOL
INTRAMURAL
PROGRAM
ADVISORS:
CONOVER ROAD
ELEMENTARY
SCHOOL

Name	Activity♦	Number of Half Hour Sessions	Total Amount Not To Exceed
Michelle Gunnell	The Scoop Morning News Club	24	\$564
Christine MacLeod	The Scoop Morning News Club	24	\$564

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

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

No: None

Absent: None

10. It was moved by Danielle Alpaugh, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the resignation of the following staff member, as indicated below: RESIGNATION

Name	Position/Location	Effective Date
Kayleigh Marques	Instructional Assistant/Cedar Drive Middle School	1/28/22

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

No: None

Absent: None

11. It was moved by Danielle Alpaugh, seconded by Heather Tormey and carried on a unanimous roll call vote to approve the amendment to the Leave of Absence, adopted at the December 15, 2021 Regular Meeting, for Deborah Pletcher, Instructional Assistant at Cedar Drive Middle School, during the 2021-22 school year, as indicated below: AMENDED LEAVE OF ABSENCE 2021-22 SCHOOL YEAR

From: 12/6/21 - 6/1/22	To: 12/6/21 - 6/1/22
<ul style="list-style-type: none"> FMLA - Paid with Health Care Benefits (Using Personal days and Family Illness Days 12/6/21 - 12/8/21) FMLA - Unpaid with Health Care Benefits (12/9/21 - 3/4/22) Contractual Leave - Unpaid without Health Care Benefits (3/5/22 - 6/1/22) 	<ul style="list-style-type: none"> FMLA - Paid with Health Care Benefits (Using Personal days, Family Illness days and Sick days 12/6/21 - 12/20/21) FMLA - Unpaid with Health Care Benefits (12/21/21 - 3/4/22) Contractual Leave - Unpaid without Health Care Benefits (3/5/22 - 6/1/22)

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

No: None

Absent: None

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

Name	Position/Location	Effective Date
Dr. Cheryl Wohlrab	School Psychologist	7/1/22

The Board expresses its appreciation and gratitude to Dr. Cheryl Wohlrab for her 25 years of faithful service to the children and the district and further wishes her good health and much happiness during her retirement.

Yes: Marian Castner, Alison DeNoia, 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 instructed the board to read the Bylaws, and requested that they be reviewed by all. All questions should be directed to Jacquelyn Hoagland, Chair of the Policy Committee noting that special attention should be brought to Bylaw 0155 which defines the structure, meeting procedures, etc. of Board Committees.

President Gizzo further suggested that one (1) change be made to Bylaw 0155, dealing with Item #3 - Issues to be addressed by Committees. She would like the Policy committee to review and discuss adding a brief paragraph at the end of that section addressing how to handle any issues outside of the committee. Lastly, President Gizzo discussed the section of the Bylaw dealing with Meeting Procedures and requested input from the Board so that scheduled meetings happen even if members of the committee have to cancel.

- Mr. Marasco shared the 2022-23 Budget Calendar and briefly reviewed the timelines, i.e. meetings with administration to discuss departmental budgets, meetings with Finance and Negotiations Committee to review department budgets, dates for the approval and submission to the NJDOE of the Tentative budget, advertisement of budget; public hearing and approval of final budget.

Dr. Garibay then reviewed what the district looks at when preparing the Statement of Priorities i.e., academic needs of students, social and emotional needs of students, professional development, staffing and class

sizes, enrollment and programs; effectiveness of resources such as technology, and strategic capital improvements and facilities maintenance.

President Gizzo added that detailed budgets for each department are brought to its respective Board Committee for review and discussion.

COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

- Hema Vyas, 10 Colts Gait Lane - inquired what the district has utilized/spent the funds it received from the government for COVID.
Mr. Marasco responded to the inquiry providing a breakdown of the allocations received, such as ESSER I, Coronavirus Relief Act, ESSER II and ESSER III. He noted that when these funds are allocated there are specific instructions on how the funds must be dedicated. Mrs. Vyas continued her questioning regarding indoor air quality and the lack of air conditioning in the elementary school and other various classrooms.
- John Camera, 1 Roundhill Court - commented that he was very disappointed that the mask mandate has not been lifted by the State; noting that it is undisputed that mask wearing is causing emotional damage to the children. The idea of kids being masked-up; having to walk through temperature machines and having to sit behind desk barriers is very damaging to a child. He stressed the importance of the Board making changes as soon as possible within its control. Furthermore, he is strongly against the Board allowing the use of the schools as a vaccine clinic.

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

No Executive Session held.

ADJOURNMENT

At approximately 8:50 p.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 December 31, 2021
Attachment # C-1	Reimbursable Expenses

Attachment # F-1	Transfers for the Month of November, 2021
Attachment # F-2	Board Secretary's Report as of November 30, 2021
Attachment # F-3	Treasurer's Report as of November 30, 2021
Attachment # P-1	Adoption of Federal Awards/Funds Internal Controls – Allowability of Costs
Attachment # P-2	Adoption of Federal Awards/Funds Internal Controls –Mandatory Disclosures
Attachment # P-3	Adoption of Federal Awards/Funds Internal Controls – Conflict of Interest
Attachment # P-4	Adoption of Contracts for Goods or Services Funded by Federal Grants

BOARD MEETINGS*			
January 19, 2022	April 6, 2022	June 29, 2022	September 21, 2022
February 2, 2022	April 27, 2022	July 13, 2022	October 12, 2022
February 16, 2022	May 4, 2022	August 10, 2022	October 26, 2022
March 2, 2022	May 18, 2022	August 31, 2022 (if needed)	November 9, 2022
March 16, 2022	June 8, 2022	September 7, 2022	November 30, 2022
December 14, 2022 @ 6:00 pm			
January 4, 2023 @ 6:00 p.m. (Organization Meeting)			

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

NOTEWORTHY DATES		
2022		
Monday	January 17	Martin L. King's Birthday – Schools Closed for Students/Professional Development for Staff
Thursday	February 17	Short Session Day for Students Full Day for Staff with In-Service After Student Dismissal
Friday - Monday	February 18-21	Presidents' Weekend – Schools/Central Office Closed
Wednesday	February 23	Short Session Day – Parent/Teacher Conferences (Afternoon)
Thursday	February 24	Short Session Day – Parent/Teacher Conferences (Afternoon & Evening)
Friday	February 25	Short Session Day - Students & Staff
Thursday	April 14	Short Session Day - Students & Staff
Friday - Friday	April 15-22	Spring Recess – Schools/Central Office Closed
Monday	April 25	Schools Reopen
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