

**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.*

**Vision Statement**

- *Colts Neck Township School District is a place where learning is engaging, individualized, inspirational and meaningful for all members of the school community at all times.*
- *Community: dynamic partnerships with the greater community*
- *Academic: curricular and co-curricular programs that are student centered and encourage all participants to question, take risks and innovate*
- *Physical Environment: safe, inviting and stimulating*
- *Professional Learning: paramount to creating a culture that improves instructional practice*
- *Technology: support and enhance the Vision and contribute to the effective and efficient operation of the district.*

**MINUTES:** For the Meeting of the Board of Education, **November 6, 2019**, at 7:00 p.m. in the Board Room of the Administration Building, 70 Conover Road, Colts Neck, New Jersey 07722

**CALL TO ORDER**

Vice President Gizzo called the meeting.

**ROLL CALL**

ROLL CALL

Board Members Present: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

Board Members Absent: Michael Taylor and Kimberly Raymond

**LEGAL NOTICE OF MEETING**

LEGAL NOTICE

Pursuant to the Open Public Meetings Act, Chapter 231, this meeting has been duly advertised in the Asbury Park Press in a schedule of meetings dated January 10, 2019, 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

Vice President Gizzo led the Flag Salute and read the Mission Statement.

## APPROVAL OF MINUTES

## APPROVAL OF MINUTES

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

Meeting
October 2, 2019 Regular Meeting Minutes

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

## PRESENTATION

## PRESENTATION

None

## COMMUNICATIONS ([Attachment # CM-1](#))

## COMMUNICATIONS

Date	From	To
10/17/19	Dr. & Mrs. Kenneth Chern	MaryJane Garibay, Ed.D., Superintendent

## COMMENTS FROM ATTENDING CONSTITUENTS – Agenda Items Only

## COMMENTS

None

## REPORT OF PRESIDENT – Dr. Kimberly Raymond

## PRESIDENT'S REPORT

Vice President Gizzo reported that the Board and District goals for the 2019-20 school year are currently being worked on; it is anticipated that the District goals will be presented at the November 20, 2019 meeting for approval.

## COMMITTEE REPORTS

## COMMITTEE REPORTS

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

Chairperson: Kevin O'Connor

Committee Members: Marian Castner, Kathryn Gizzo, Michael Taylor

Administrator: Vincent Marasco

- Kevin O'Connor reported that the committee met on October 18th; minutes have been disseminated.
- Discussed relevancy of crossing guards within Township.
- Majority of meeting focused on facilities updates; administration to review/prioritize

projects and start discussions on how to include in the 2020-21 budget.

- Also discussed ESIPs (Energy Savings Improvement Program) and how the process works.
- Next meeting is scheduled for November 13, 2019.

Communications Committee:

Chairperson: Danielle Alpaugh

Committee Members: Jacquelyn Hoagland, Marci Klein, Rebecca Roberts

Administrator: Terry Pilitzer

- Danielle Alpaugh reported that the committee met Nov 6th.
- Discussed identifying a few individuals at the Colts Neck Journal in order to establish an ongoing communication with them and have a presence in the Journal.
- Dr. Garibay will be working on a district Newsletter designed to reach constituents in the community that do not have students in the district.
- Continued discussions on the Path to Progress and whether a separate Legislative Committee should be established or a Board Member should be assigned as a liaison.

Curriculum Committee:

Chairperson: Dr. Kimberly Raymond

Committee Members: Danielle Alpaugh, Marian Castner, Rebecca Roberts

Administrator: Erica Reynolds

- No report. Committee has not met.

Finance/Negotiations Committee:

Chairperson: Kathryn Gizzo

Committee Members: Dr. Kimberly Raymond (Finance)/Danielle Alpaugh (Negotiations)  
Marian Castner, Jacquelyn Hoagland

Co-Administrators: MaryJane Garibay and Vincent Marasco

- Kathryn Gizzo reported that the committee met Nov. 6th.
- Ongoing analysis of cost per pupil; anticipate presenting outcome of month-long analysis at the next BOE meeting.
- Annual audit almost complete; Auditor will attend the December 4th committee meeting to present the findings.
- Budget planning process has begun; high priority will be identifying which facilities improvements need to be included in the 2020-21 budget.
- Discussed the retirement of the district's mechanic; Mr. Marasco and Kathy Holland have been evaluating district needs and exploring options in addressing vacancy .
- Preparing for upcoming negotiations with the TWU and the CNTAA.
- Next meeting has been scheduled for December 4, 2019 at 9:30 a.m.

Policy Committee:

Chairperson: Jacquelyn Hoagland  
Committee Members: Marci Klein, Rebecca Roberts, Michael Taylor  
Administrator: MaryJane Garibay

- Jacquelyn Hoagland reported that the committee met last Friday; reviewed the most recent Alert from Strauss Esmay.
- Noted two (2) bylaws on the agenda this evening for first reading.

## **SUPERINTENDENT'S REPORT**

Dr. Garibay reported the following:

- Successful week of conferences completed; great feedback.
- November is National Kindness Month; kindness challenge happening at Conover Road Elementary School.
- CDMS is allowing Mindfulness lunches; 30 students have signed up so far.
- Monday night was Astronomy Night at CRES.
- Two (2) school districts coming to look at district's resource room and special education programs.
- Development of goals, both Board and District, in process; anticipating the District goals being presented at the November 20, 2019 Board meeting for approval.
- Reviewing Taxpayer's Guide to Education Spending in preparation for 2020-21 budget planning.
- Acknowledged two (2) retirements on the agenda this evening - Helen Eberle, Secretary to the Director of Special Services and Shanon Filiano, TIP Teacher at Conover Road Elementary School.

## **INFORMATION ITEMS:**

1. The Superintendent recommends approval of the amending of the Superintendent's Information Item at the October 16, 2019 Regular Meeting, reporting on investigations of incidents of harassment, intimidation and bullying ("HIB") occurring during the period commencing September 16, 2019 through September 30, 2019, as indicated below:

AMENDED  
INFORMATION ITEM:  
HIB INVESTIGATIONS  
FROM SEPTEMBER  
16, 2019 THROUGH  
SEPTEMBER 30, 2019

Incidents	From	To
Number of Investigations Reported	0	1
Number of Investigations where HIB Was Found to Occur	0	1

2. The Superintendent will report on investigations of incidents of harassment, intimidation and bullying ("HIB") occurring during the following period:

SUPERINTENDENT'S  
REPORT ON HIB  
INCIDENTS

Period	Number of Incidents Reported	Number of Incidents HIB Was Found to Occur
10/01/19 - 10/15/19	0	0

3. The Superintendent is proud to announce that the Colts Neck PTO is directly funding \$19,987.47 for the following Mini-Grant applications for the 2019-20 school year, as

PTO MINI-GRANTS for  
2019-20 SCHOOL YEAR

indicated below:

School(s)	Number of Grants	Amount
Conover Road Primary School	6	\$5,977.00
Conover Road Elementary School	10	\$8,424.12
Cedar Drive Middle School	9	\$5,586.35

**ACTION ITEMS:**

1. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the acceptance of the Superintendent's Action for the following HIB incident, as initially reported to the Board at its meeting of October 16, 2019 and amended at the November 6, 2019 Regular Meeting, for the period commencing September 16, 2019 through September 30, 2019 wherein one (1) incident was reported and HIB was found to have occurred.

AFFIRMATION OF  
SUPERINTENDENT'S  
ACTION

HIB Incident No.	Location
2019-01	Cedar Drive Middle School

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

2. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the adoption of the Nursing Services Plan for the 2019-20 school year. ([Attachment # S-1](#))

NURSING SERVICES  
PLAN FOR 2019-20  
SCHOOL YEAR

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

3. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the following high school students to serve as volunteer coaches for the Cedar Drive Middle School 2019-20 school year cheerleading team, as indicated below:

VOLUNTEER  
COACHES

Student Volunteer	School
Serena Fragoulis	St. John Vianney High School
Angelina Leunes	Colts Neck High School

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

4. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the acceptance, with gratitude, of the donation from Dr. & Mrs. Kenneth Chern of two (2) new Rage Cage Brave folding lacrosse nets, valued at \$440, to Conover Road Elementary School for use by students during their physical education classes. DONATION

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

## **BUILDINGS AND GROUNDS**

1. It was moved by Marci Klein, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the facility use request, as mandated by Board Policy 7510 Use of Facilities, from Stars Challenge, Inc., a 501(c)(3) non-profit organization, to run an astronomy program for Monmouth County middle school students at Cedar Drive Middle School. Said program will be conducted on Tuesday evenings, 6:00 - 8:00 p.m., beginning on January 7, 2020 for approximately ten (10) weeks. FACILITIES USE REQUEST: STARS CHALLENGE, INC.

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

## **CURRICULUM AND INSTRUCTION**

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

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin

O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

2. It was moved by Marian Castner, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the acceptance of the following 2019-20 Every Student Succeeds Act ("ESSA") funds, as indicated below:

ACCEPTANCE OF  
2019-20 ESSA FUNDS

Title IA	\$65,160
Title IIA	\$21,695
Title III	\$ 3,115

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

3. It was moved by Marian Castner, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the following field observation assignments for the 2019-20 school year, as indicated below:

FIELD OBSERVATION  
ASSIGNMENTS

Student/College Number of Hours/Days	Cooperating Staff Member(s) Position(s)/Location	Effective Date
Cassie Lockward Brookdale Community College 8 Hours	Jennifer Stattel Elementary School Teacher & Allison Costa Special Education Teacher Conover Road Primary School	11/01/19
Lauren Bujnowski Fairleigh Dickinson University 5 Days	Andrew Czerwinski Teacher of Social Studies Cedar Drive Middle School	1/02/20

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

4. It was moved by Marian Castner, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the following staff members to serve as members

2019-20 SCHOOL YEAR  
SciP MEMBERS

of the 2019-20 School Improvement Panel (SciP), as indicated below:

Name	Location	Position
Tricia Barr	Conover Road Primary School	Principal
Richard Baiata	Conover Road Primary School	Teacher
Philip Capasso	Conover Road Primary School	Teacher
Lysa Cook	Conover Road Primary School	Teacher
Jennifer Main	Conover Road Primary School	Teacher
Lisa Mastroianni	Conover Road Primary School	Teacher
James Osmond	Conover Road Elementary School	Principal
Jill Becker	Conover Road Elementary School	Teacher
Anne Rauso	Conover Road Elementary School	School Counselor
Colin Rigby	Cedar Drive Middle School	Principal
Kathleen DeWitt	Cedar Drive Middle School	Teacher
Joseph Truisi	Cedar Drive Middle School	Teacher

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

## FINANCE

1. It was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the following resolution: COMPREHENSIVE  
MAINTENANCE PLAN

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

Actual FY 2018-19
Current FY 2019-20
Planned FY 2020-21

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

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



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

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

2. It was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the transfer of funds for the month of September, 2019 for the 2019-20 school year. ([Attachment # F-1](#)) TRANSFER OF FUNDS

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

3. It was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the Board Secretary's Report as of September 30, 2019. ([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 September 30, 2019 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 September 30, 2019 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: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

4. It was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the Report of the Treasurer of School Monies as of September 30, 2019. ([Attachment # F-3](#))

TREASURER'S  
REPORT

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

## POLICY

1. It was moved by Jacquelyn Hoagland, seconded by Danielle Alpaugh and carried on a unanimous roll call vote to approve the first reading of the following bylaw, as indicated below: ([Attachment # P-1](#))

FIRST READING OF  
BYLAWS

Bylaw 0132	Executive Authority
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Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

It was further moved by Jacquelyn Hoagland, seconded by Kevin O'Connor and carried on a unanimous roll call vote to Table the first reading of the following bylaw, as indicated below: ([Attachment # P-1](#))

Bylaw 0155.1	Board Member Participation in Committee Meetings by Teleconferencing or Video-Conferencing Equipment
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Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

## NEGOTIATIONS

None

## TRANSPORTATION

1. It was moved by Kathryn Gizzo, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the School Bus Emergency Evacuation Drill Reports for the 2019-20 school year. ([Attachment # T-1](#))

2019-20 SCHOOL  
BUS EMERGENCY  
EVACUATION  
DRILL REPORTS

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

## PERSONNEL

1. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the acceptance of the retirement of the following staff members, with regret, as indicated below:

RETIREMENTS

Name	Position/Location	Effective Date
Shannon Filiano	TIP Teacher - Literacy & Mathematics Conover Road Elementary School	January 1, 2020
Helen Eberle	Secretary to the Director of Special Services Administration Building	January 1, 2020

The Board expresses its appreciation and gratitude to Shannon Filiano for her twenty-five (25) years and Helen Eberle for her eighteen and one-half (18.50) years of faithful service to the children and the district and further wishes them good health and much happiness during their retirement.

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

2. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor 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
Nicholas Steele	Security Monitor - Colts Club	11/17/19

	Conover Road Primary School	
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Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

3. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the employment of the following individual for the 2019-20 school year, as indicated below:

EMPLOYMENT:  
SCHOOL SECURITY  
MONITOR FOR  
2019-20 SCHOOL  
YEAR

Name	Position/Location	Effective Dates ♦	Hourly Rate♣
Aldo Cosentino* (Replacing Raymond Garland and Nicholas Steele, who resigned)	School Security Monitor - Rover Districtwide & School Security Monitor - Colts Club Conover Road Primary School	On or After 11/18/19 - 6/24/20	\$19.00

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

♦ Effective dates subject to change pending final school calendar.

♣ Paid via submission of weekly vouchers.

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

4. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the employment agreements and salaries of the following nonaligned support staff members for the 2019-20 school year as indicated below:

2019-20  
EMPLOYMENT  
AGREEMENTS AND  
SALARIES:  
NONALIGNED  
SUPPORT STAFF  
MEMBERS

Name	Position	Effective Dates	Salary
Danielle Buckley	Secretary to the Director of Curriculum and Instruction	7/01/19 – 6/30/20	\$57,889
Kathleen Condron	Bookkeeper/Payroll Accounts Assistant	7/01/19 – 6/30/20	\$70,042
Danielle DeMaio	Confidential Secretary to the Business Administrator/Board Secretary	7/01/19 – 6/30/20	\$58,158

Helen Eberle	Secretary to the Director of Special Services	7/01/19 – 6/30/20	\$61,896
Lori Marino	Confidential Secretary to the Superintendent	7/01/19 – 6/30/20	\$77,944
Joan Meyer	Assistant Secretary to the Superintendent - Confidential	7/01/19 – 6/30/20	\$46,764
Laura Toth	Assistant Bookkeeper	7/01/19 – 6/30/20	\$51,447

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

5. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of Joan Meyer as the Staff Attendance Officer for the 2019-20 school at a salary of \$5,150.

2019-20 STAFF  
ATTENDANCE  
OFFICER

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

6. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the medical disability leave for the following staff member, as indicated below:

MEDICAL DISABILITY  
LEAVE

Name/Position Location	Effective Dates	Medical Disability Leave*
Erin Leclercq Teacher of Language Arts Cedar Drive Middle School	2/03/20 - 3/24/20	FMLA – Paid With healthcare benefits (Using Sick Days from 2/03/20 through 3/24/20 • Paid Using sick days from 2/03/20 through 3/04/20 • Unpaid from 3/05/20 through 3/24/20

\*Pending receipt of certification of health care provider.

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

7. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the childcare leave for the following staff member, as indicated below: CHILDCARE LEAVE

Name/Position /Location	Effective Dates	Childcare Leave
Erin Leclercq Teacher of Language Arts Cedar Drive Middle School	3/25/20 - 6/30/20	FMLA/NJFLA – Unpaid With Healthcare Benefits

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

8. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amending of the medical disability leave, adopted at the September 18, 2019 Regular Meeting, for Helen Eberle, Secretary to the Director of Special Services at the Administration Building, as indicated below: AMENDED MEDICAL  
DISABILITY LEAVE

From	To	Leave Type
10/02/19 - 11/08/19	10/02/19 - 11/01/19	Medical Disability/FMLA – Paid With Health Care Benefits (Using Sick Days from 10/02/19 through 11/01/19)

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

9. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amending of the medical disability leave, adopted at the October 16, 2019 Regular Meeting, for Joanne Oates, Instructional Assistant at Conover Road Primary School, as indicated below: AMENDED MEDICAL  
DISABILITY LEAVE

From	To	Leave Type
9/27/19 - 10/22/19	9/27/19 - 10/23/19	Medical Disability/FMLA – Paid With Health Care Benefits (Using Sick Days from 9/27/19 through

		10/23/19)
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Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

10. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following Cedar Drive Middle School staff members to serve as chaperones for the following Cedar Drive Middle School event, at an amount not to exceed \$80 for each staff member, as indicated below:

CEDAR DRIVE  
MIDDLE SCHOOL  
CHAPERONES

Name	Event	Date
Jeffrey Brown	Talent Show	November 21, 2019
Kathleen DeWitt	Talent Show	November 21, 2019
Krystyna Hubbard	Talent Show	November 21, 2019
Carrie Sullivan	Talent Show	November 21, 2019

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

11. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amending of the resolution, adopted at the September 18, 2019 Regular Meeting, approving the appointment of Felicia LaTrenta (certified substitute teacher) to serve as a home instructor for Student #20210585, at an hourly rate of \$51, as indicated below:

HOME INSTRUCTION:  
2019-20 SCHOOL  
YEAR

From	To
Total Number of Hours Per Week Effective Dates*	Total Number of Hours Per Week Effective Dates
2 Hours Per Week 9/05/19 - 6/24/19	2 Hours Per Week 9/05/19 - 10/18/19

\*Pending final school calendar for 2019-20 school year.

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

It was further moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of Felicia LaTrenta (certified substitute teacher) to serve as a home instructor for Student #20210585, at an hourly rate of \$51, for a total number of hours per week not to exceed ten (10), for the period commencing October 22, 2019 through January 31, 2020.

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

12. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of Ryan White, School Occupational Therapist, to serve as a home instructor providing occupational therapy services for Student #20210585, at an hourly rate of \$51, for a total number of hours per week not to exceed one (1), for the period commencing October 22, 2019 through January 31, 2020.

HOME INSTRUCTION:  
2019-20 SCHOOL  
YEAR

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

13. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amending of the resolution, adopted at the June 19, 2019 Regular Meeting, approving the appointment of Theresa Heyer, School Nurse at Cedar Drive Middle School, to review students' sports physicals for the 2019-20 school year, at an hourly rate of \$46, as indicated below:

AMENDED  
RESOLUTION:  
CDMS 2019-20  
SCHOOL YEAR  
REVIEW OF  
STUDENTS' SPORTS  
PHYSICALS

From	To
Total Number of Hours Not to Exceed Total Amount Not to Exceed	Total Number of Hours Not to Exceed Total Amount Not to Exceed
15 Hours \$690	20 Hours \$920

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo



No: None

Absent: Michael Taylor and Kimberly Raymond

14. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following staff member to the list of Colts Club Before and After Care Program substitute personnel for the 2019-20 school year, as indicated below:

COLTS CLUB BEFORE  
AND AFTER CARE  
PROGRAM  
SUBSTITUTE  
PERSONNEL

Name	Position*	Effective Dates♦	Hourly Rate
Debbie Boylan	Colts Club Substitute Personnel	11/0719 - 6/24/20	\$14.00

\*On an as needed basis

♦ Effective dates subject to change pending final school calendar.

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

15. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following individuals to the list of Substitute Teachers for the 2019-20 school year, at a salary of \$90 per day on an as needed basis, pending approval of criminal history review.

SUBSTITUTE  
TEACHERS:  
2019-20 SCHOOL  
YEAR

Name	Certification
Marisa Lupo	Elementary School Teacher Teacher of Nursery School
Jennifer Silacci	(CEAS) Elementary School Teacher K-5

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

16. It was moved by Danielle Alpaugh, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following individuals to the list of Substitute Support Staff for the 2019-20 school year, on an as needed basis, pending approval of criminal history review:

SUBSTITUTE  
SUPPORT STAFF:  
2019-20 SCHOOL  
YEAR

Name	Position	Hourly Rate
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Jennifer Silacci	Substitute Instructional Assistant	\$11.00
	Substitute Secretary	\$10.00
	Substitute Lunch-Recess Aide	\$10.00
Marisa Lupo	Substitute Instructional Assistant	\$11.00

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

### **NEW BUSINESS/WORK SESSION AGENDA**

Dr. Garibay discussed the district's Strategic Plan, noting the timeline goal is to conduct meetings with NJSBA between January and May, and present the plan at the last Board meeting in June. Specific meeting dates will be forthcoming.

### **COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS**

Mr. Nicholas Hohmann of 35 Country View Drive, commented as a student at Brookdale College that when you prevent bullying, it allows students to concentrate on learning.

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

At 8:23 pm, Vice President Gizzo announced that the Board would move into Executive Session for approximately one-half hour to discuss Confidential Student Matters. She further announced that no action would be taken afterwards and articulated that such discussion may be disclosed upon future resolution.

It was moved by Jacquelyn Hoagland, seconded by Danielle Alpaugh and carried on a unanimous roll call vote in the affirmative to move into Executive session.

### **ADJOURNMENT**

At 9:05 p.m. it was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to adjourn the meeting.

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts and Kathryn Gizzo

No: None

Absent: Michael Taylor and Kimberly Raymond

<b>REFERENCE SHEET</b>	
Attachment # CM-1	Correspondence from Dr. & Mrs. Kenneth Chen dated October 17, 2019
Attachment # S-1	Nursing Services Plan for the 2019-20 School Year
Attachment # C-1	Reimbursable Expenses
Attachment # F-1	Transfers for the Month of September, 2019
Attachment # F-2	Board Secretary's Report as of September 30, 2019
Attachment # F-3	Treasurer's Report as of September 30, 2019
Attachment # P-1	1st Reading of Bylaws
Attachment # T-1	School Bus Emergency Evacuation Drill Reports for the 2019-20 School Year

<b>BOARD MEETINGS*</b>			
January 23, 2019	April 3, 2019♦	June 19, 2019	October 16, 2019
February 6, 2019	April 17, 2019	August 7, 2019	November 6, 2019
February 20, 2019	May 1, 2019	August 21, 2019	November 20, 2019
March 6, 2019	May 15, 2019	September 18, 2019	December 11, 2019
March 18 2019	June 5, 2019♣	October 2, 2019	@ 6:00 p.m.
January 7, 2020 (Organization Meeting @ 6:00 pm)			

\* All Regular Board Meetings will be held at 7:00 p.m. in the Board Room of the Administration Building at 70 Conover Road, unless otherwise noted and advertised.

♦ Cedar Drive Middle School Gymnasium

♣Conover Road Primary School

<b>NOTEWORTHY DATES</b>	
November 7-8	NJEA Convention – Schools/Central Office Closed
November 27	Short Session Day for Students and Staff
November 28-29	Thanksgiving Recess – Schools/Central Office Closed
December 20	Short Session Day for Students and Staff (Winter Recess Begins at End of Day)
December 23-31	Winter Recess – Schools/Central Office Closed
<b>2020</b>	
January 1	New Year's Day – Schools/Central Office Closed
January 2	Schools Reopen for Students and Staff
January 20	Martin L. King's Birthday – Schools/Central Office Closed
February 14	Short Session Day for Students Full Day for Staff with In-Service After Student Dismissal
February 17	Presidents' Day – Schools/Central Office Closed
February 26	Short Session Day – Parent/Teacher Conferences (Afternoon)
February 27	Full Session Day – Parent/Teacher Conferences (Evening)
February 28	Short Session Day for Students & Staff
April 8	Short Session Day for Students and Staff (Spring Recess Begins at End of Day)
April 9 - 17	Spring Recess – Schools/Central Office Closed
April 20	Schools Reopen

May 22	Short Session Day for Students Full Day for Staff with In-Service After Student Dismissal
May 25	Memorial Day – Schools/Central Office Closed
June 22	Full Session Day for Staff; Short Session Day for Students
June 23	Short Session Day for Students & Staff CDMS Graduation
June 24	Short Session Day for Students & Staff Last Day of School

Respectfully Submitted,

*Vincent S. Marasco*

Vincent S. Marasco  
Business Administrator/Board Secretary