

**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, **December 11, 2019**, at 6:00 p.m. in the Board Room of the Administration Building, 70 Conover Road, Colts Neck, New Jersey 07722

CALL TO ORDER

Vice President Kathryn Gizzo called the meeting to order at 6:10 p.m.

ROLL CALL

ROLL CALL

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

Board Members Absent: Marci Klein, 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 Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the Board minutes of the following Meetings:

Meeting
November 6, 2019 Regular Meeting Minutes
November 6, 2019 Executive Session Minutes

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

No: None

Absent: Marci Klein and Kimberly Raymond

PRESENTATION

PRESENTATION

1. Mr. John Swisher, Partner of Suplee, Clooney & Company presented the results of the required annual financial audit and provided the 2018-19 Auditor's Management Report and Comprehensive Annual Financial Report (CAFR) to the Board. No formal audit comments or recommendations were reported in the CAFR, such that an 'unmodified' or 'clean' audit opinion has been issued.

He noted that the State has extended the due date of CAFR submissions to December 23rd. He reported the district remains in a very strong financial position and reflected on the district's restricted reserve funds. A key indicator of the district's financial health is responsible budgeting and the ability to re-generate surplus year to year, as this is used to fund revenues in addition to State Aid and Tax Levy. Another good indicator of financial health according to auditor's experience is maintaining an unexpended balance of 3 - 5% of total budget.

There was some brief discussion about the district's Enterprise funds and to regularly monitor insofar as setting appropriate tuition levels. Mr. Swisher concluded his presentation by highly complementing the Business Office staff.

Michael Taylor arrived at approximately 6:12 p.m.

COMMUNICATIONS

COMMUNICATIONS

None

COMMENTS FROM ATTENDING CONSTITUENTS – Agenda Items Only

COMMENTS

None

REPORT OF PRESIDENT – Dr. Kimberly Raymond

PRESIDENT'S
REPORT

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 has not met since the last meeting; no meeting has been scheduled at this time.

Communications Committee:

Chairperson: Danielle Alpaugh

Committee Members: Jacquelyn Hoagland, Marci Klein, Rebecca Roberts

Administrator: Terry Piltzer

- Danielle Alpaugh reported the committee will be scheduling a meeting soon.

Curriculum Committee:

Chairperson: Dr. Kimberly Raymond

Committee Members: Danielle Alpaugh, Marian Castner, Rebecca Roberts

Administrator: Erica Reynolds

- Dr. Garibay reported that the committee met earlier today; next meeting has been scheduled for January 22, 2020.

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 on December 4th and discussed the annual audit, reserve funds, budget process and parameters including 'banked' cap, and cost per pupil measures. She also noted the Board is entering into collective bargaining negotiations in the new year with the CNTAA and the TWU.
- Next meeting to be scheduled after BOE reorganization.

Policy Committee:

Chairperson: Jacquelyn Hoagland

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

- Jacquelyn Hoagland reported that the committee met on December 6th and discussed Board committees; Superintendent's evaluation; Strauss-Esmay alerts.
- Some discussion ensued regarding remote participation of meetings.
- Another meeting will be set after the BOE reorganization meeting in January.

SUPERINTENDENT'S REPORT

Dr. Garibay reported the following:

- Congratulated the CNTEA on its blood drive; collected thirty-two pints of blood for the American Red Cross.
- Next Tuesday night is the CDMS band/chorus Holiday Concert.
- Wants to survey staff about the district's current mission and vision statements, as we prepare for Strategic Planning.
- Mid-Year Budget Review meeting was held today with Mr. Marasco at the County DOE; Good questions were asked by County Executive Superintendent and good feedback.
- Thanked Mr. Marasco for his hard work and diligence in working on the annual audit with the District's auditor - another good report.

INFORMATION ITEMS:

1. Superintendent's Report on Enrollment, Fire/Security Drills and Student Suspensions for the 2019-20 School Year, as of November 30, 2019. ([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 Incidents Reported	Number of Incidents HIB Was Found to Occur
11/18/19 - 11/30/19	0	0

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 Non-HIB incident as reported to the Board at its meeting of November 20, 2019 for the period commencing October 16, 2019 through October 31, 2019 wherein one (1) incident was investigated. The results of the investigation were deemed inconclusive, resulting in a finding that HIB did not occur, as indicated below: AFFIRMATION OF SUPERINTENDENT'S ACTION

Non-HIB Incident No.	Location
2019-N1	Conover Road Primary School

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

No: None

Absent: Marci Klein 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 following evaluations, as indicated below: EVALUATIONS

Student #	Type of Evaluation	Performed By	Cost Not to Exceed
20261111	Psychiatric	Dr. Susan Grant	\$500
20281157	Psychiatric	Dr. Rajeswari Muthuswamy	\$525
20190405	Neurological	Dr. Noah Gilson	\$410

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

No: None

Absent: Marci Klein 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 request by Annemarie Delledonne, School Nurse at Conover Road Primary School, to carry out a research study inviting parents of students in the Colts Neck Township School District to participate in an educational program about childhood vaccines as well as study parent attitudes about childhood vaccinations. The research study, scheduled for the fall of 2020, is a component of Mrs. Delledonne's Doctor of Nursing Practice ("DNP") degree program at Monmouth University. APPROVAL OF RESEARCH STUDY

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

No: None

Absent: Marci Klein 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 submission of the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance ("SOA") for the 2019-20 school year to the Monmouth County Office of the New Jersey Department of Education attesting that the checklists for Conover Road Primary School, Conover Road Elementary School and Cedar Middle School have been completed. ([Attachment #](#) HEALTH AND SAFETY EVALUATION OF SCHOOL BUILDINGS CHECKLIST SOA FOR THE 2019-20 SCHOOL YEAR)

[S-2\)](#)

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

No: None

Absent: Marci Klein and Kimberly Raymond

BUILDINGS AND GROUNDS

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

SUBMISSION OF
APPLICATION FOR
PARTICIPATION -
LGEA PROGRAM

WHEREAS, the New Jersey Board of Public Utilities, Office of Clean Energy administers the Local Government Energy Audit Program (LGEA), an incentive program to assist local government agencies to conduct energy audits and to encourage implementation of energy conservation measures; and

WHEREAS, the Colts Neck Township Board of Education has decided to apply to participate in the LGEA Program, which is used as a means of qualifying applicants for other relevant initiatives such as the Energy Savings Improvement Program (ESIP); and

NOW, THEREFORE, BE IT RESOLVED that the Colts Neck Township Board of Education approves the submission of an Application for participation in the Local Government Energy Audit Program of the New Jersey Board of Public Utilities.

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

No: None

Absent: Marci Klein and Kimberly Raymond

2. It was moved by Kevin O'Connor, seconded by Danielle Alpaugh and carried on a unanimous roll call vote to approve the facility use request, as mandated by Board Policy 7510. Use of Facilities, from Hoop Group Elite, Inc., a for profit organization, to host a portion of the Mid-Monmouth Holiday Showdown Basketball Tournament at Cedar Drive Middle School (Gymnasium) from 9:00 a.m. to 5:00 p.m. on Saturday, December 14, 2019.

FACILITIES USE
REQUEST: HOOP
GROUP

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

No: None

Absent: Marci Klein and Kimberly Raymond

CURRICULUM AND INSTRUCTION

1. It was moved by Marian Castner, seconded by Michael Taylor 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, Kevin O'Connor, Rebecca Roberts, Michael Taylor and Kathryn Gizzo

No: None

Absent: Marci Klein and Kimberly Raymond

2. It was moved by Marian Castner, seconded by Michael Taylor and carried on a unanimous roll call vote to approve the carryover of following Every Student Succeeds Act ("ESSA") funds from the 2018-19 school year, as indicated below: CARRYOVER OF 2018-19 ESSA FUNDS

Title IIA	\$1,506
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Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Kevin O'Connor, Rebecca Roberts, Michael Taylor and Kathryn Gizzo

No: None

Absent: Marci Klein and Kimberly Raymond

3. It was moved by Marian Castner, seconded by Michael Taylor and carried on a unanimous roll call vote to approve the adoption of the following curriculum for the 2019-20 school year as indicated below: ADOPTION OF CURRICULUM: LEAD (GRADE 5)

Grade Level	Title
5	LEAD Curriculum

Yes: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland, Kevin O'Connor, Michael Taylor and Kathryn Gizzo

No: None

Abstain: Rebecca Roberts

Absent: Marci Klein and Kimberly Raymond

FINANCE

1. It was moved by Jacquelyn Hoagland, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the Bill List dated December 11, 2019 in the amount of \$1,489,402.92 and Food Service payments in the amount of \$56,192.50. BILL LIST
FOOD SERVICE
PAYMENTS

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

No: None

Absent: Marci Klein and Kimberly Raymond

Mrs. Gizzo raised two questions regarding items in the Bills List; Mr. Marasco addressed.
2. It was moved by Jacquelyn Hoagland, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the acceptance of Food Service Financial Report for the month of October, 2019. FOOD SERVICE
FINANCIAL REPORT

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

No: None

Absent: Marci Klein and Kimberly Raymond
3. It was moved by Jacquelyn Hoagland, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the acceptance by the Board of the 2018-19 Comprehensive Annual Financial Report ("CAFR") for the year ending June 30, 2019. CAFR FOR THE
2018-19 SCHOOL YEAR

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

No: None

Absent: Marci Klein and Kimberly Raymond

POLICY

1. It was moved by Rebecca Roberts, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the first reading of the following policies and FIRST READING
OF POLICIES AND
REGULATIONS

regulations, as indicated below: ([Attachment # P-1](#))

Policy 6112	Reimbursement of Federal and Other Grant Expenditures
Regulation 6112	Reimbursement of Federal and Other Grant Expenditures
Policy 7440	School District Security
Regulation 7440	School District Security

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

No: None

Absent: Marci Klein and Kimberly Raymond

2. It was moved by Rebecca Roberts, 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-2](#))

ADOPTION OF
POLICIES AND
REGULATION

Policy 3159	Teaching Staff Members/School District Reporting Responsibilities
Policy 8630	Bus Driver/Bus Aide Responsibility
Regulation 8630	Emergency School Bus Procedures
Policy 8670	Transportation of Special Needs Students

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

No: None

Absent: Marci Klein and Kimberly Raymond

3. It was moved by Rebecca Roberts, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the revised job description for the following position, as indicated below: ([Attachment # P-3](#))

REVISED JOB
DESCRIPTION:
MECHANIC

Mechanic

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

No: None

Absent: Marci Klein and Kimberly Raymond

NEGOTIATIONS

None

TRANSPORTATION

None

PERSONNEL

1. 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 5, 2019 Regular Meeting, approving the following rates of pay for substitute employees for the 2019-20 school year due to the increase in the New Jersey minimum wage, effective January 1, 2020, as indicated below:

AMENDED
RESOLUTION:
SUBSTITUTE RATE
FOR 2019-20 SCHOOL
YEAR DUE TO
CHANGE IN NJ
MINIMUM WAGE

Position	From	To
	Hourly Rate Effective Dates	Hourly Rate Effective Dates
Substitute Lunch-Recess Aide	\$10 Per Hour September 1, 2019 - December 31, 2019	\$11 Per Hour January 1, 2020 - December 31, 2020
Substitute Transportation Aide	\$10 Per Hour September 1, 2019 - December 31, 2019	\$11 Per Hour January 1, 2020 - December 31, 2020
Substitute Secretary	\$10 Per Hour September 1, 2019 - December 31, 2019	\$11 Per Hour January 1, 2020 - December 31, 2020
Seasonal Employee	\$10 Per Hour September 1, 2019 - December 31, 2019	\$11 Per Hour January 1, 2020 - December 31, 2020

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

No: None

Absent: Marci Klein 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 employment of the following individual for the 2019-20 school year, as indicated below:

EMPLOYMENT:
INSTRUCTIONAL
ASSISTANTS

Name	Position/Location	Effective Dates	Hours/Number of Days Step/Hourly Rate/Salary
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Daniel Komack* (Replacing Mary Pearson, who resigned)	Instructional Assistant Conover Road Primary School	1/02/20 – 6/30/20	6.75 Hours Daily 184 Days Step 1, \$12.99 Per Hour \$16,134 Per Annum, Prorated
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* Pending criminal history review and receipt of prior employment verification.

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

No: None

Absent: Marci Klein 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 medical disability leave for the following staff member, as indicated below:

MEDICAL DISABILITY
LEAVE

Name/Position Location	Effective Dates	Medical Disability Leave
Jennifer Tym Teacher of Physical Education Conover Road Primary School	1/15/20 - 3/06/20	FMLA – Paid With healthcare benefits (Using Sick Days from 1/15/20 through 3/06/20)

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

No: None

Absent: Marci Klein 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 appointment of the following Cedar Drive Middle School staff members to serve as advisors to the Cedar Drive Middle School Winter After-School Intramural Program for the 2019-20 school year, once a week, at an hourly rate of \$46, with each session to run ninety (90) minutes, at an amount not to exceed \$69 per session, as indicated below:

CDMS
AFTER-SCHOOL
WINTER
INTRAMURAL
PROGRAM
ADVISORS

Name	Activity♦	Number of Sessions	Total Amount Not To Exceed
AnnaRita DiMeo-Dragonetti	Italian Cafe	7	\$483
Laura Pavlicek	Morning Announcements	7	\$483
Dolores Pollak	Taekwondo	7	\$483

Joseph Truisi	Music Appreciation	7	\$483
Carrie Zanyor	Cedar Theater	7	\$483
Ryan Walker	Doodling	7	\$483

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

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

No: None

Absent: Marci Klein 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 the following Cedar Drive Middle School staff members to serve as chaperones for the following Cedar Drive Middle School events, at an amount not to exceed \$80 for each staff member, as indicated below:

CEDAR DRIVE
MIDDLE SCHOOL
CHAPERONES

Name	Event	Date
Kathleen Godlesky	Winter Band & Chorus Concert	12/17/19
Dolores Pollak	Winter Band & Chorus Concert	12/17/19
Carrie Sullivan	Winter Band & Chorus Concert	12/17/19
Joseph Truisi	Winter Band & Chorus Concert	12/17/19
Kathy DeWitt	Academic Bowl Competition	1/16/20
Steven Toscano	Academic Bowl Competition	1/16/20
Carrie Zanyor	Academic Bowl Competition	1/16/20

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

No: None

Absent: Marci Klein 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 appointment of the following staff members to serve as a clock operators at the Cedar Drive Middle School girls' and boys' home basketball games during the 2019-20 school year, at a stipend not to exceed \$80 per game, for a total number of games not to exceed sixteen (16), for a total stipend for all clock persons not to exceed \$1,280, as indicated below:

CLOCK PERSONS
FOR CEDAR DRIVE
MIDDLE SCHOOL
HOME GIRLS AND
BOYS' BASKETBALL
GAMES

Carol J. Burtneck	Sara Campbell	Andrew Czerwinski	Hope Delia
Ann Gradman	Jodi Richards	Elizabeth Rosenberg	Ryan Walker

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

No: None

Absent: Marci Klein 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 employment of the following individual for the 2019-20 school year, as indicated below:

EMPLOYMENT:
TEACHER

Name	Position/Location	Effective Dates	Guide/Step Salary
Jennifer Collett (Replacing Pamela Isola, who was reassigned)	Targeted Enrichment Program (TEP) Teacher Conover Road Elementary School	2/01/20 – 6/30/20	MA Guide* Step 9 \$72,926 Per Annum, Prorated

* Pending receipt of graduate degree transcript.

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

No: None

Absent: Marci Klein and Kimberly Raymond

NEW BUSINESS/WORK SESSION AGENDA

None

COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

None

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

No Executive Session was held.

ADJOURNMENT

At 7:16 p.m. it was moved by Marian Castner, seconded by Michael Taylor and carried on a unanimous roll call vote to adjourn the meeting.

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

No: None

Absent: Marci Klein, and Kimberly Raymond

REFERENCE SHEET	
Attachment # S-1	Enrollment, Fire/Security Drills and Student Suspensions as of November 30, 2019
Attachment # S-2	Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for the 2019-20 School Year
Revised Attachment # C-1	Reimbursable Expenses
Attachment # P-1	First Reading of Policies and Regulation
Attachment # P-2	Adoption of Policies and Regulations
Attachment # P-3	Job Description - Mechanic

BOARD MEETINGS*			
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 @ 6:00 p.m.
March 18 2019	June 5, 2019♣	October 2, 2019	
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

NOTEWORTHY DATES	
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
2020	
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
Business Administrator/Board Secretary