

**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, **February 5, 2020**, at 7:00 p.m. in the Board Room of the Administration Building, 70 Conover Road, Colts Neck, New Jersey 07722

CALL TO ORDER

President Gizzo called the meeting to order at 7:05 p.m.

ROLL CALL

ROLL CALL

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

Board Members Absent: Kimberly Raymond and Danielle Alpaugh

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 14, 2020, 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 Kevin O'Connor read the Mission Statement.

APPROVAL OF MINUTES

APPROVAL OF
MINUTES

None

PRESENTATION

PRESENTATION

Dr. Garibay introduced Erica Reynolds, Director of Curriculum and Instruction who began the Personalized Learning Overview Presentation. James Osmond, Principal of Conover Road Elementary School and Colin Rigby, Principal of Cedar Drive Middle School also presented on how the personalized learning programs are integrated into their schools.

COMMUNICATIONS

COMMUNICATIONS

None

COMMENTS FROM ATTENDING CONSTITUENTS – Agenda Items Only

COMMENTS

None

REPORT OF PRESIDENT – Mrs. Kathryn Gizzo

PRESIDENT'S
REPORT

- President Gizzo reported that the 1st Strategic Planning Meeting was held last week during which Dr. Garibay presented on the State of the District; further noted the meeting was a productive working session.
- Next Strategic Planning meeting is scheduled for February 26th at 7pm.
- Establishment of Board Goals is the focus for the next Strategic Planning meeting.
- Reminder that the PTO Gala is March 26th; Marci Klein has volunteered to organize the Board of Education gift.

UPDATE FROM COLTS NECK TOWNSHIP COMMITTEE LIAISON

COLTS NECK TWP.
COMMITTEE
LIAISON UPDATE

None

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 January 31st.
- Topics of discussion included security, BOE goals, property boundary survey, energy audit application was approved, CDMS electric project, CRES parking lot, and CDMS tennis courts.
- Next meeting is scheduled for Friday, February 7th 9:30 a.m.

Communications Committee:

Chairperson: Danielle Alpaugh

Committee Members: Marci Klein, Kevin O'Connor, Rebecca Roberts

Administrator: Terry Piltzer

- Communications met on January 30th.
- In the absence of Committee Chairperson Danielle Alpaugh, Kathryn Gizzo reported that one of the main topics discussed was appointment of liaisons with respect to the Township, PTO and Seniors. Mrs. Gizzo prompted a discussion on this topic and recommended coordination with the Policy Committee to update the Bylaws to include the appointment of liaisons.
- The committee also discussed reaching out to The Colts Neck Journal to establish a contact person. Dr. Garibay indicated that she has successfully established contact with the managing editor who is enthusiastic to assist the district.
- Next meeting is scheduled for February 15th at 2pm.

Curriculum Committee:

Chairperson: Dr. Kimberly Raymond
Committee Members: Danielle Alpaugh, Marian Castner, Rebecca Roberts
Administrator: Erica Reynolds

- No Report

Finance/Negotiations Committee:

Chairperson: Kathryn Gizzo
Committee Members: Dr. Kimberly Raymond (Finance)/Danielle Alpaugh (Negotiations),
Marian Castner, Jacquelyn Hoagland
Co-Administrators: Dr. MaryJane Garibay and Vincent Marasco

- Kathryn Gizzo reported that the committee met earlier today.
- Topics of discussion included budget, pre-k enterprise program and upcoming negotiations.
- Next meeting is scheduled for February 11th at 1pm.

Policy Committee:

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

- Jacquelyn Hoagland reported that the committee has not met since the last meeting due to calendar conflicts.

SUPERINTENDENT'S REPORT

Dr. Garibay reported as follows:

- Acknowledged three retirements on the agenda this evening (Barbara Giannino, Transportation Aide, Debra Nemeth-Tarby, Teacher of Music and Terry Pilizter, Communications & Technology Coordinator) and wished them well in their retirements.
- Thursday, February 6, 2020 is the 'We are the World Event' facilitated by the CNTEA. The event is being held at the Conover Road Primary School.

- The Strategic Planning process is underway.
- Briefly discussed the budget workbooks that have been provided to each BOE member for cursory review.

INFORMATION ITEMS:

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

SUPERINTENDENT'S
REPORT ON
INVESTIGATIONS OF
HIB INCIDENTS

Period	Number of Investigations Reported	Number of Incidents HIB Was Found to Occur
1/13/20 - 1/24/20	0	0

ACTION ITEMS:

1. It was moved by Kathryn Gizzo, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the acknowledgement that there is no Superintendent's Action for HIB/Non-HIB incidents as reported at its meeting of January 22, 2020 for the period commencing December 21, 2019 through January 10, 2020 wherein no incidents were reported.

ACKNOWLEDGMENT
OF NO ACTION BY
SUPERINTENDENT

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

2. It was moved by Kathryn Gizzo, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the school calendar for the 2020-21 school year. ([Attachment # S-1](#))

2020-21 SCHOOL
CALENDAR

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

BUILDINGS AND GROUNDS

None

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. ([Attachment # C-1](#))

REIMBURSABLE
EXPENSES

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

2. It was moved by Marian Castner, seconded by Michael Taylor 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
OBSERVATIONS

Student/College Number of Hours	Cooperating Staff Member Position/Location	Effective Date
Gianna Innucci Brookdale Community College 60 Hours	Michele Slazyk Elementary School Teacher Conover Road Primary School	On or After 2/06/20
Taylor Foley Long Island University 60 Hours	Chelsea McGowan School Occupational Therapist Cedar Drive Middle School/ Conover Road Elementary School	2/18/20

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

FINANCE

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

SPECIAL
EDUCATION
MEDICAID
INITIATIVE (SEMI)
PROGRAM FOR THE
2020-2021 SCHOOL
YEAR

WHEREAS, N.J.A.C. 6A:23A-5.3(b) provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2020-21 school year, and

WHEREAS, the Colts Neck Township Board of Education desires to apply for this waiver due to the fact that it projects having fewer than forty (40) Medicaid eligible classified students.

NOW, THEREFORE BE IT RESOLVED that the Colts Neck Township Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Monmouth an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3(b) for the 2020-21 school year

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

2. It was moved by Jacquelyn Hoagland, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve Dara Hochstadter, certified physical therapist, to provide physical therapy services to Student # 20250051 who is currently on home instruction. Ms. Hochstadters' services are provided under the Master Collaborative Services Agreement, approved at the January 22, 2020 Regular Meeting, between Colts Neck Township Schools and Educational Services Commission of New Jersey ("ESCNJ"), at an hourly rate of \$146, for a total number of sessions not to exceed eight (8), for a total amount not to exceed \$1,168.

OUTSIDE
CONSULTANT:
PHYSICAL THERAPY
SERVICES FOR
STUDENT ON HOME
INSTRUCTION

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

3. It was moved by Jacquelyn Hoagland, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appropriation of \$11,198 of 2018-19 NJ State Extraordinary Aid to increase the following budgetary accounts, in accordance with N.J.A.C. 6A:23A-13.3(d):

APPROPRIATION OF
2018-19
EXTRAORDINARY
AID

Budgetary Account	Amount
11-000-219-199-000-100-0	\$ 6,335
11-000-270-199-000-100-1	\$ 3,321
11-000-262-199-000-100-0	\$ 1,542
Total	\$11,198

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

4. It was moved by Jacquelyn Hoagland, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the following Capital Project: CAPITAL PROJECT

- Electrical Power System - Main Gear Replacement and Electrical Upgrades at Cedar Drive Middle School.

The total estimated budget for these projects is \$768,000. Be it further recommended that the above project be approved as an "Other Capital Project" as defined in N.J.A.C. 6A:26-1.2, and that the Board will not seek State funding but will fund the project through the district's Capital Reserve and/or Impact Aid Reserve Account.

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

5. It was moved by Jacquelyn Hoagland, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the withdrawal of \$59,500 from Capital Reserve funds as follows: \$49,500 to anticipate professional Architectural/Engineering (12-000-400-334-000-100-0) and \$10,000 for Legal fees (12-000-400-331-000-100-0), in connection with the following project and in accordance with N.J.S.A. 6A:23A-14.1(h)1. WITHDRAWAL OF CAPITAL RESERVE FUNDS - PROFESSIONAL FEES FOR CAPITAL PROJECT

- Electrical Power System - Main Gear Replacement and Electrical Upgrades at Cedar Drive Middle School.

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

6. It was moved by Jacquelyn Hoagland, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve Fraytak, Veisz, Hopkins and Duthie, P.C. to be authorized to submit the following project to the NJ Department of Education for approval on the district's behalf and further resolve that the Board authorizes Fraytak, Veisz, Hopkins and Duthie, P.C to make any amendments to the district's Long Range Facility Plan in connection with the following project, for a cost of professional Architectural/Engineering fees not to exceed \$49,500: FRAYTAK, VEISZ, HOPKINS AND DUTHIE - SUBMISSION OF CAPITAL PROJECTS TO NJDOE

- Electrical Power System - Main Gear Replacement and Electrical Upgrades at Cedar Drive Middle School.

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

POLICY

None

NEGOTIATIONS

None

TRANSPORTATION

None

PERSONNEL

1. It was moved by Rebecca Roberts, 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
Barbara Giannino	Transportation Aide Transportation Department	7/01/20
Debra Nemeth-Tarby	Teacher of Music Conover Road Elementary School	7/01/20
Terry Piltzer	Communications & Technology Coordinator Administration Building	7/01/20

The Board expresses its appreciation and gratitude to Barbara Giannino for her twenty-three (23) years, Debra Nemeth-Tarby for her twenty-three (23) years and Terry Piltzer for her twelve (12) years of faithful service to the children and the district and further wishes them good health and much happiness during their retirement.

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

2. It was moved by Rebecca Roberts, 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
Gared Walters	Maintenance Worker Administration Building	2/14/20

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

3. It was moved by Rebecca Roberts, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following individual for the 2019-20 school year, as indicated below: EMPLOYMENT:
PART-TIME
GROUNDSKEEPER

Name	Position/Location	Effective Date	Hours/Number of Days/Hourly Rate/Salary
Gared Walters (Replacing Nicholas Coppola)	Part-Time Groundskeeper 20 Hours Weekly Administration Building	3/01/20 - 6/30/20	4 Hours Daily 240 Days Step 10, \$17.74 Per Hour \$17,030 Per Annum Prorated

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

4. It was moved by Rebecca Roberts, 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 chaperones for the following Conover Road Elementary School event, at an amount not to exceed \$80 for each staff member, as indicated below: CHAPERONES

Name	Event	Date
Amy Desmond	CRES Musical Performances	March 24, 2020
Kathryn Green	CRES Musical Performances	March 24, 2020
Elizabeth Lowes	CRES Musical Performances	March 24, 2020
Nancy Plumfield	CRES Musical Performances	March 24, 2020

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

5. It was moved by Rebecca Roberts, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amendment to the medical disability, childcare and contractual leaves, adopted at the October 16, 2019 Regular Meeting, for AmandaMarie Capone, Special Education Teacher at Cedar Drive Middle School, as indicated below:

AMENDED MEDICAL
DISABILITY,
CHILDCARE AND
CONTRACTUAL
LEAVES

From	To	Leave Type
1/13/20 - 2/20/20	1/13/20 - 2/18/20	Medical Disability Leave - FMLA • Paid Using Sick and Personal Days from 1/13/20 through 2/18/20
2/21/20 - 5/22/20	2/19/20 - 5/20/20	Childcare Leave - FMLA/NJFLA • Unpaid
5/25/20 - 6/30/20	5/21/20 - 6/30/20	Contractual • Unpaid

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

6. It was moved by Rebecca Roberts, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amending of the employment of the following bus driver, adopted at the August 28, 2019 Regular Meeting, for the 2019-20 school year, as indicated below:

AMENDED
EMPLOYMENT:
BUS DRIVER

Name	From	To
	Hourly Rate/Hours/Number of Days/Salary/ Effective Dates	Hourly Rate/Hours/Number of Days/Salary/ Effective Dates
John Farley	\$30.29 Per Hour 5.00 Hours Daily, 184 Days \$27,867 Per Annum 9/01/19 - 6/30/20	\$30.29 Per Hour 5.25 Hours Daily, 184 Days \$29,260 Per Annum, Prorated 2/01/20 - 6/30/20

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

7. It was moved by Rebecca Roberts, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amending of the resolution, adopted at the January 22, 2020 Regular Meeting, approving the appointment of 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:

AMENDED
RESOLUTION:
CDMS CHAPERONES

Name	Event	Date
Jennifer Collett	Spirit Game	January 23, 2020

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

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

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 approximately 9:07 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: Marian Castner, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Rebecca Roberts, Michael Taylor and Kathryn Gizzo

No: None

Absent: Kimberly Raymond and Danielle Alpaugh

REFERENCE SHEET	
Attachment # S-1	Calendar for 2020-21 School Year
Attachment # C-1	Reimbursable Expenses

BOARD MEETINGS*			
January 22, 2020	April 1, 2020	June 17, 2020	September 16, 2020
February 5, 2020	April 22, 2020	June 30, 2020 @ 6:00 p.m.	October 7, 2020
February 19, 2020	May 4, 2020	August 5, 2020	October 28, 2020
March 4, 2020	May 20, 2020	August 19, 2020	November 11, 2020
March 17, 2020	June 3, 2020	September 2, 2020	November 23, 2020
December 16, 2020 @ 6:00 pm		January 6, 2021 @ 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 at 70 Conover Road, unless otherwise noted and advertised.

NOTEWORTHY DATES	
2020	
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 the 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

