

**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, April 22, 2020 at 7:00 p.m., held remotely through telephonic and internet technology via district Facebook page at www.coltsneckschools.org

CALL TO ORDER

Kathryn Gizzo called the meeting to order.

ROLL CALL

ROLL CALL

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

Board Members Absent: 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 14, 2020, with further notice on April 20, 2020 and April 22, 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

Vincent Marasco, Board Secretary, led the Flag Salute. Rebecca Roberts read the Mission Statement.

APPROVAL OF MINUTES

APPROVAL OF
MINUTES

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

Meeting
March 4, 2020 Regular Meeting Minutes
March 17, 2020 Regular Meeting Minutes

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

No: None

Absent: Kimberly Raymond

PRESENTATION

PRESENTATION

None

COMMUNICATIONS

COMMUNICATIONS

None

COMMENTS FROM ATTENDING CONSTITUENTS – Agenda Items Only

COMMENTS

None

REPORT OF PRESIDENT – Mrs. Kathryn Gizzo

PRESIDENT'S
REPORT

- Kathryn Gizzo discussed an email that BOE members had received from Kathy Winecoff of NJSBA regarding the Superintendent's evaluation. The next step is a pre-conference scheduled for May 20th at which time the Superintendent will be presenting her achievement of goals. BOE members will then have until June 3rd to complete their portion of the Superintendent's evaluation.

COMMITTEE REPORTS

COMMITTEE
REPORTS

Board Member Kimberly Raymond joined the meeting.

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; the next meeting is scheduled for Friday, April 24th at 9:30 a.m.
- Noted on the agenda this evening is the award of the contract for the re-paving of the Conover Road Elementary School parking lot.

Communications Committee:

Chairperson: Danielle Alpaugh
Committee Members: Marci Klein, Kevin O'Connor, Rebecca Roberts
Administrator: Terry Pilitzer

- Danielle Alpaugh reported that the committee has not met.

Curriculum Committee:

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

- Kimberly Raymond reported that the committee has not met; the next meeting is scheduled for April 29th at 11:00 a.m.

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 on April 7th; minutes have been disseminated.
- Discussed impact of the closure of schools on various operations.
- Subsequent to the meeting a new law, signed by the Governor on April 18th, ordered districts to continue to pay all employees as if school is open.
- Discussion on monitoring additional summer support for those students in need due to closure of school and remote learning.
- Additionally, the State has extended its fiscal year to September 30, 2020; will be monitoring the impact on the district's budget.
- Update on Assembly Bill A3902 allowing municipalities to withhold quarterly tax payments to school districts has passed. District has received an email from Senator Gopal that the bill will not move forward in its current form in the Senate.
- Mr. Marasco has been tasked with the preparation of a financial analysis of the impact of the closure on the enterprise fund as we continue to pay our pre-k and Colts Club staff.
- Lastly, the committee is continuing its negotiations (virtually) with the CNTAA and TWU.

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; the next meeting is scheduled for tomorrow, April 23rd.

- Numerous policies and regulations on the agenda this evening for adoption.

Board Member Liaisons:

Marci Klein Colts Neck PTO
Kevin O'Connor Colts Neck Township Committee

Marci Klein, Liaison to the Colts Neck PTO reported:

- No meetings have occurred recently; no report

Kevin O'Connor, Liaison to the Colts Neck Township Committee reported:

- Township met last week; due to the current situation, only essential business was conducted and discussed.

SUPERINTENDENT'S REPORT

Dr. Garibay reported as follows:

- Welcomed those listening to the live BOE meeting and welcomed everyone back from Spring Break.
- Thanked the amazing Colts Neck teachers and administration for all their efforts and hard work during this unprecedented time.
- Announced it is the 50th Anniversary of Earth Day.
- Recognized that today is a special day 'Administrative Professionals Day'. Thanked Lori Marino and Joan Meyer for all their efforts and hard work.
- Noted the Superintendent Action Item #1 cancelling all scheduled field trips for the period commencing May 17th through May 31st; this is being done in light of the Governor's most recent update closing schools until 'at least' May 15th. This will allow the district to request refunds of deposits and will ensure student safety should the district be reopened.

INFORMATION ITEMS

None

ACTION ITEMS

1. It was moved by Marci Klein, seconded by Danielle Alpaugh and carried on a unanimous roll call vote to approve the cancellation of all scheduled field trips for the period commencing May 17, 2020 through May 31, 2020. CANCELLATION OF
FIELD TRIPS

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

No: None

Absent: None

CURRICULUM AND INSTRUCTION

1. It was moved by Jacquelyn Hoagland, 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, Kimberly Raymond, Rebecca Roberts, Michael Taylor, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

FINANCE

1. 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 March, 2020 for the 2019-20 school year. ([Attachment # F-1](#)) TRANSFER OF FUNDS

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

No: None

Absent: None

2. It was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the Board Secretary's Report as of March 31, 2020. ([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 March 31, 2020 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 March 31, 2020 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, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Kimberly Raymond, Rebecca Roberts, Michael Taylor, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

3. It was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the Report of the Treasurer of School Monies as of March 31, 2020. ([Attachment # F-3](#))

TREASURER'S
REPORT

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

No: None

Absent: None

4. It was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the Bill List dated April 22, 2020 in the amount of \$2,626,794.91 and Food Service payments in the amount of \$48,488.28.

BILL LIST
FOOD SERVICE
PAYMENTS

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

No: None

Absent: None

5. It was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the acceptance of the Food Service Financial Report for the month of February, 2020.

FOOD SERVICE
FINANCIAL REPORT

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

No: None

Absent: None

6. It was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the award of a contract in the amount of \$264,000 to Diamond Construction (Ed-Data Cooperative Pricing System #26EDCP bid awards, contract #9183 package 24A and contract #9184 package 24B) for asphalt remediation and replacement at Colts Neck Board of Education Administration Building/Conover Road Elementary School parking lot. (12-000-400-450-000-100-0).

AWARD OF
CONTRACT -
DIAMOND
CONSTRUCTION

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

No: None

Absent: None

POLICY

1. 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 bylaw, policies and regulations, as indicated below:

ADOPTION OF
BYLAW, POLICIES
AND REGULATIONS

Bylaw 0155.1	Board Member Participation in Committee Meetings by Teleconferencing or Video-Conferencing Equipment
Policy 1581	Domestic Violence
Regulation 1581	Domestic Violence
Policy 2422	Health and Physical Education
Policy 3421.13	Postnatal Accommodations (Teaching Staff Members)
Policy 4421.13	Postnatal Accommodations (Support Staff Members)
Policy 5330	Administration of Medication
Regulation 5330	Administration of Medication
Policy 7243	Supervision of Construction
Policy 8210	School Year
Policy 8220	School Day
Regulation 8220	School Closing
Policy 8462	Reporting Potentially Missing and Abused Children

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

No: None

Absent: None

NEGOTIATIONS

None

TRANSPORTATION

None

PERSONNEL

1. It was moved by Kevin O'Connor, seconded by Danielle Alpaugh and carried on a

AMENDED
RESOLUTION:

unanimous roll call vote to approve the amending of the resolution, adopted at the April 1, 2020 Regular Meeting, approving Joanne Chavers as appointment as a Long-Term Substitute Teacher of Innovation Lab/Financial Literacy (replacing Jodi Richards) during the 2019-20 school year, as indicated below:

LONG-TERM
SUBSTITUTE
TEACHER/INTERIM
TEACHER

From	To
Position/Effective Dates Per Diem Rate	Position/Effective Dates Per Diem Rate/Salary
Long-Term Substitute Teacher of Innovation Lab/Financial Literacy 1/09/20 - On or Before 6/24/20 \$245 Per Day	Long-Term Substitute Teacher of Innovation Lab/Financial Literacy 1/09/20 - 1/31/20 \$245 Per Day & Interim Teacher of Innovation Lab/Financial Literacy 2/03/20 - 6/30/20 BA Guide, Step 1-2 \$54,891 Per Annum, Prorated

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

No: None

Absent: None

2. It was moved by Kevin O'Connor, seconded by Danielle Alpaugh and carried on a unanimous roll call vote to approve the amending of the resolution, adopted at the April 1, 2020 Regular Meeting, approving the appointment of Christian Stacey as a Long-Term Substitute Teacher of Preschool at Conover Road Primary School, at a per diem rate of \$245, as indicated below:of the following individual as a Long-Term Substitute Teacher for the 2019-20 school year, as indicated below:

AMENDED
RESOLUTION:
LONG-TERM
SUBSTITUTE
TEACHER OF
PRESCHOOL

From	To
Effective Dates	Effective Dates
1/23/20 - 4/02/20	1/23/20 - 4/03/20

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

No: None

Absent: None

NEW BUSINESS/WORK SESSION AGENDA

- President Gizzo discussed establishment of draft goals at the Board level to consider when re-opening schools. She read the draft goals that were prepared and requested input from the BOE members. Discussion ensued and it was noted that it is anticipated that these goals will be adopted at an upcoming meeting.

COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

- Gayle Ostic, computer tech for the District recognized a good job on remote meeting.
- Heather Tormey, Colts Neck resident thanked the Board and Administration for keeping us going without skipping a beat.
- Natalie Maria, Colts Neck resident, inquired how will parents go about Kindergarten registration for the upcoming school year. Dr. Garibay responded that information will be forthcoming shortly.

ADJOURNMENT

At approximately 7:52 p.m., it was moved by Michael Taylor, 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, Kimberly Raymond, Rebecca Roberts, Michael Taylor, Danielle Alpaugh and Kathryn Gizzo

No: None

Absent: None

REFERENCE SHEET	
Attachment # C-1	Reimbursable Expenses
Attachment # F-1	Transfers for the Month of March, 2020
Attachment # F-2	Board Secretary's Report as of March 31, 2020
Attachment # F-3	Treasurer's Report as of March 31, 2020
Individual Files	Adoption of Bylaw, Policies and Regulations

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	
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 and Last Day of School

Respectfully Submitted,

Vincent S. Marasco

Vincent S. Marasco
Business Administrator/Board Secretary