

**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 Organization Meeting of the Board of Education, January 7, 2020, at 6:00 p.m. in the Board Room of the Administration Building, 70 Conover Road, Colts Neck, New Jersey 07722

CALL TO ORDER

The School Business Administrator/Board Secretary, Mr. Vincent Marasco, acting as presiding officer pro-tempore, called the meeting to order at **6:05 pm** and read the legal notice.

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

Danielle Alpaugh read the Mission Statement and School Business Administrator/Board Secretary, Mr. Vincent Marasco led the Flag Salute.

SCHOOL BOARD ELECTION RESULTS

SCHOOL BOARD
ELECTION RESULTS

The Board Secretary announced the November 5, 2019 School Election results as certified by the Monmouth County Clerk's office, noting that a copy of such results is available and maintained in the office of the Board Secretary. ([Attachment # O-1](#))

ORGANIZATION

ADMINISTRATION OF
OATHS

1. Oaths Administered

Pursuant to N.J.S.A. 18A:12-2.1, the Business Administrator/Board Secretary administered the Oath for School Board Members to Danielle Alpaugh, Marian Castner and Jacquelyn Hoagland, who were all elected to a term of three (3) years.

ROLL CALL

ROLL CALL

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

Board Member	Term Ending
Mrs. Danielle Alpaugh	2023
Mrs. Marian Castner	2023
Mrs. Kathryn Gizzo	2021
Mrs. Jacquelyn Hoagland	2023
Mrs. Marci Klein	2022
Mr. Kevin O'Connor	2022
Dr. Kimberly Raymond	2022
Mrs. Rebecca Roberts	2021
Mr. Michael Taylor	2021

ELECTION OF PRESIDENT AND VICE PRESIDENT (N.J.S.A 18A:15-1)

ELECTION OF
PRESIDENT AND
VICE PRESIDENT

1. Mr. Marasco described the procedure for the election of Board President, by calling for nominations from the floor and would then ask for a motion to close nominations before calling roll for each Board Member so nominated in the order that they were nominated.

Mr. Marasco opened the floor for nominations for the office of President.

Jacquelyn Hoagland nominated Kathryn Gizzo for President. Hearing no further nominations, and upon a motion by Kevin O'Connor, seconded by Jacquelyn Hoagland, with all members affirming, Mr. Marasco closed the floor to nominations for President.

Mr. Marasco then called roll for the election of nominee, Kathryn Gizzo, to President of the Board of Education.

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

No: None

Absent: None

Kathryn Gizzo was then seated as Board President.

2. At Kathryn Gizzo's request as newly elected Board President, Mr. Marasco opened the floor for nominations for office of Board Vice President.

Kimberly Raymond nominated Danielle Alpaugh for Vice President. Hearing no further nominations, and upon a motion by Marian Castner, seconded by Kevin O'Connor, with all members affirming, Mr. Marasco closed the floor to nominations for Vice President.

Mr. Marasco then called roll for the election of nominee, Danielle Alpaugh, to Vice President of the Board of Education.

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

No: None

Absent: None

At this time, Danielle Alpaugh was seated as Board Vice President.

BOARD REPRESENTATIVE TO STATE AND COUNTY SCHOOL BOARDS ASSOCIATION

BOARD
REPRESENTATIVE:
STATE & COUNTY
SCHOOL BOARDS
ASSOCIATION

It was moved by Kevin O'Connor, seconded by Kimberly Raymond and carried on a unanimous roll call vote to approve the President's assignment of the following Board Member as the district's representative to New Jersey and County School Boards Associations:

Marian Castner

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

No: None

Absent: None

ADOPTION OF NEW JERSEY SCHOOL BOARDS ASSOCIATION CODE OF ETHICS

CODE OF ETHICS

- Each Board member participated in reading the Code of Ethics for School Board Members:

In keeping with Colts Neck Township Schools Board Policy #0142, we will:

1. Uphold and enforce all laws, rules and regulations of the State Board of Education and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
2. Make decisions in terms of the educational welfare of children and seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.

3. Confine his/her Board action to policy making, planning and appraisal, and help to frame policies and plans only after the Board has consulted those who will be affected by them.
4. Carry out his/her responsibility not to administer the schools, but together with fellow Board members, insure they are well run.
5. Recognize that authority rests with the Board of Education and make no personal promises nor take any private action that may compromise the Board.
6. Refuse to surrender his/her independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. Hold confidential all matters pertaining to the schools, which, if disclosed, would needlessly injure individuals, or the schools. In all other matters, he/she will provide accurate information and, in concert with fellow Board members, interpret to the staff the aspirations of the community for its school.
8. Vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. Support and protect school personnel in proper performance of their duties.
10. Refer all complaints to the chief administrative officer and act on the complaints at public meetings only after failure of an administrative solution.

BOARD COMMITTEES

BOARD COMMITTEES

The Board President tentatively appointed the following Board members to the various Committees of the Board, effective January 7, 2020 through January 6, 2021:

Committee	Chairperson	Members
Buildings & Grounds/ Safety & Security	Kevin O'Connor	Marian Castner Kathryn Gizzo Michael Taylor
Communications	Danielle Alpaugh	Jacquelyn Hoagland Marci Klein Rebecca Roberts
Curriculum	Dr. Kimberly Raymond	Danielle Alpaugh Marian Castner Rebecca Roberts
Finance/Negotiations	Kathryn Gizzo	Dr. Kimberly Raymond (Finance)/ Danielle Alpaugh (Negotiations) Marian Castner Jacquelyn Hoagland
Policy	Jacquelyn Hoagland	Marci Klein Rebecca Roberts Michael Taylor

OPEN PUBLIC MEETING ACT

OPEN PUBLIC MEETING ACT

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

RESOLVED that the Colts Neck Board of Education, pursuant to Chapter 231, P.L. (Open Public Meetings Act) does hereby proclaim the public meetings of the Board of Education, will be held in the Colts Neck Board of Education Board Room, 70 Conover Road, at 7:00 p.m., as set forth below unless indicated otherwise.

Month	First Meeting	Second Meeting	Third Meeting
January, 2020	7 (Organization Mtg. @ 6:00 p.m.)	22	--
February, 2020	5	19	--
March, 2020	4	17	--
April, 2020	1	22	--
May, 2020	4	20	--
June, 2020	3	17	30 @ 6:00 p.m.
July, 2020	--	--	--
August, 2020	5	19	--
September, 2020	2	16	--
October, 2020	7	28	--
November, 2020	11	23	--
December, 2020	--	16 @ 6:00 p.m.	--
January, 2021	6 (Organization Mtg. @ 6:00 p.m.)	--	--

BE IT FURTHER RESOLVED that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary; and

BE IT FURTHER RESOLVED that the Board of Education does hereby designate the Asbury Park Press as the official newspaper to receive notices of meetings; provided, however, that the use of the Asbury Park Press shall not preclude the use of The Two Rivers Times, The Journal and newspapers of general circulation within the district; and

BE IT FURTHER RESOLVED that notices of meetings of the Board of Education will be posted in the Colts Neck Board of Education Administration Office and posted on the District website; and

BE IT FURTHER RESOLVED that the Board of Education reserves the right to adjourn or recess a meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and, as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED that, in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

1. Any individual desiring to speak shall give his or her name, address, and the group, if any, that is represented.
2. The presentation shall be as brief as possible but no more than three (3) minutes per individual.
3. The Board vests in its president, or other presiding officer authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

BE IT FURTHER RESOLVED that individuals or organizations desiring notification of Board Meetings shall request such notification through the Board Secretary's Office and be charged an annual fee of \$25.00, paid in advance.

Unforeseen circumstances may force the rescheduling of these meetings. In such cases, notice will be given as provided in the Open Public Meetings Act.

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

No: None

Absent: None

READOPTON OF BOARD POLICIES AND REGULATIONS

READOPTON OF
BOARD POLICIES
AND REGULATIONS

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

RESOLVED, that all current written bylaws, policies and regulations in the official revised Policy Manual of the Colts Neck Township School District be re-adopted from the date of this Organization Meeting until the Organization Meeting in the next calendar year unless modified by the Board of Education in accordance with those applicable bylaws, policies and/or regulations.

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

No: None

Absent: None

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 20, 2019 Regular Meeting Minutes
November 20, 2019 Executive Session Minutes
December 11, 2019 Regular Meeting Minutes

Yes: Danielle Alpaugh, Marian Castner, Kathryn Gizzo, Jacquelyn Hoagland, Marci Klein (11/20/19 Regular & Executive Session), Kevin O'Connor, Rebecca Roberts and Michael Taylor

No: None

Abstain: Marci Klein (12/11/19) and Kimberly Raymond

Absent: None

PRESENTATION

PRESENTATION

None

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

COMMUNICATIONS

1.

Date	From	To
12/20/19	Inna Volshteyn and Boris Volshteyn, M.D. of Atlantic Surgical Associates	Tricia Barr, Principal Conover Road Primary School
2. The Superintendent acknowledges receipt of the following correspondence to be placed on file with the Board Secretary, as indicated below:

Date	From	To
12/11/19	Parents of Student #20250051	Members of the Colts Neck Board of Education

COMMENTS FROM ATTENDING CONSTITUENTS – Agenda Items Only

COMMENTS

None

REPORT OF PRESIDENT – Dr. Kimberly Raymond

PRESIDENT'S
REPORT

- President Gizzo thanked everyone for their support and welcomed everyone back from the winter break. She noted she is looking forward to a collaborative and

productive school year.

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; no meeting has been scheduled at this time.

Communications Committee:

Chairperson: Danielle Alpaugh
Committee Members: Jacquelyn Hoagland, Marci Klein, Rebecca Roberts
Administrator: Terry Pilitzer

- Danielle Alpaugh reported that the committee has not met; no meeting has been scheduled at this time.

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 since the last meeting; next meeting currently set for Wednesday, January 22nd, but may need to be rescheduled due to conflicts.

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 has not met.
- No meeting has been scheduled at this time; a meeting to be set as soon as possible due to ongoing budget preparation.

Policy Committee:

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

- Jacquelyn Hoagland reported that the committee has not met since the last meeting.
- Noted policies on the agenda this evening for approval.

SUPERINTENDENT'S REPORT

Dr. Garibay reported out as follows:

- Welcomed everyone back and wished a Happy New Year to all.
- Congratulated Kathy Gizzo and Danielle Alpaugh on their election as President and Vice President.
- Thanked Dr. Raymond for six (6) years of service as President of the Board.
- January 29th is the kickoff of the State of the District.
- Congratulated the Teachers of the Year and Educational Service Providers of the Year:

Marie Muller, Teacher - Conover Road Primary School
Jen Cies, Speech Language Specialist - Conover Road Primary School
Elizabeth Lowes, Teacher - Conover Road Primary/Elementary Schools
Lysa Cook, Literacy Coach
Kathy Godlesky, Cedar Drive Middle School
Lori Press, Instructional Assistant - Cedar Drive Middle School

- Thanked the Volshteyn family for their very generous donation.
- A draft of the 2020-21 school calendar has been shared with all members; additionally, as required the draft calendar has also been shared with the CNTEA. A meeting is scheduled with Administrators for January 14th to review and discuss conference dates, etc. Adoption of the school calendar is presently scheduled for January 22, 2020 meeting.
- Discussed the recently released (December 19, 2019) Alyssa's Law Compliance and School Security Grants; Tentatively, May 2020 has been set as the due date for the submission of grants. It is recommended that any district already in compliance complete the certification before May. The State has determined certain allocations and the Colts Neck preliminary grant allocation is \$48,386.
- Briefly discussed email from parent which was circulated to the Board regarding advocacy against S2173 which clarifies statutory exemptions from mandatory immunization requirements.

INFORMATION ITEMS:

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

Period	Number of Investigations Reported	Number of Incidents HIB Was Found to Occur
12/01/19 - 12/20/19	0	0

SUPERINTENDENT'S
REPORT ON
INVESTIGATIONS OF
HIB INCIDENTS

2. The Superintendent announced that the following staff members have been selected as the district's 2019-20 Governor's Educator of the Year Program award recipients. The Program honors the following classroom teacher and an educational services professional at each building, as indicated below:

2019-20 GOVERNOR'S
EDUCATOR OF THE
YEAR

Location	Name	Position
Conover Road Primary School	Marie Muller	Classroom Teacher
Conover Road Primary School	Jennifer Cies	Speech Language Specialist
Conover Road Elementary School	Elizabeth Lowes	Classroom Teacher

Conover Road Elementary School	Lysa Cook	Literacy Coach
Cedar Drive Middle School	Kathleen Godlesky	Classroom Teacher
Cedar Drive Middle School	Lori Press	Instructional Assistant

Each recipient will receive an award certificate from the New Jersey State Department of Education and will be honored by the Monmouth County Superintendents' Roundtable on May 21, 2020 at Monmouth University.

ACTION ITEMS:

1. It was moved by Michael Taylor, seconded by Danielle Alpaugh and carried on a unanimous roll call vote to approve the acknowledgement that there is no Superintendent's Action for HIB/Non-HIB incidents as reported at its meeting of December 11, 2019 for the period commencing November 18, 2019 through November 30, 2019, wherein no incidents were reported.

ACKNOWLEDGMENT
OF NO ACTION BY
SUPERINTENDENT

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

No: None

Absent: None

2. It was moved by Michael Taylor, seconded by Danielle Alpaugh and carried on a unanimous roll call vote to approve the following evaluation, as indicated below:

EVALUATION

Student #	Type of Evaluation	Performed By	Cost Not to Exceed
20210002	Neurodevelopmental	Dr. Neelam Sell	\$575

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

No: None

Absent: None

3. It was moved by Michael Taylor, seconded by Danielle Alpaugh and carried on a unanimous roll call vote to approve the acceptance, with gratitude, of a donation from Inna Volshteyn and Boris Volshteyn, M.D. of Atlantic Surgical Associates, in the amount of \$5,000. Said donation is to be used for ESL, library or science program development at the Conover Road Primary School.

DONATION

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

No: None

Absent: None

BUILDINGS AND GROUNDS

None

CURRICULUM AND INSTRUCTION

1. It was moved by Kimberly Raymond, 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. ([Attachment # C-1](#))

REIMBURSABLE
EXPENSES

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

No: None

Absent: None

2. It was moved by Kimberly Raymond, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the following school counseling internship assignment for the 2019-20 school year, as indicated below:

SCHOOL
COUNSELING
INTERNSHIP

Student/University Number of Hours	Cooperating Staff Member/ Position/Location	Effective Dates
Krystle Ruggiero* Monmouth University 300 Hours	Lauren Hums School Counselor Cedar Drive Middle School	January 2020 - May, 2020

*Pending completion of criminal history review.

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

No: None

Absent: None

FINANCE

1. It was moved by Marian Castner, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the transfer of funds for the month of November 2019 for the 2019-20 school year. ([Attachment # F-1](#))

TRANSFER OF FUNDS

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

No: None

Absent: None

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

No: None

Absent: None

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

TREASURER'S
REPORT

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

No: None

Absent: None

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

WITHDRAWAL FROM
MAINTENANCE
RESERVE

WHEREAS, N.J.S.A. 6A:23A-14.2(d) permits a Board of Education to withdraw such funds from the maintenance reserve account and appropriate into required maintenance account lines at budget time or anytime during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4.

WHEREAS, an emergent need exists to replace required maintenance equipment in Conover Road Primary School (wastewater treatment guide support rails); and

WHEREAS, the Colts Neck Board of Education is desirous to withdraw \$12,288 from the Maintenance Reserve Account and appropriate said funds into the following required maintenance equipment account line (12-000-261-730-060); and

WHEREAS, according to 6A:23A-14.2(e), the Colts Neck Board of Education shall restore any unexpended required maintenance appropriations, up to the amount of maintenance reserve account funds withdrawn, to the maintenance reserve account at year-end.

NOW, THEREFORE, BE IT RESOLVED by the Colts Neck Board of Education that it hereby authorizes the district's School Business Administrator to make the necessary transfer consistent with all applicable laws and regulations.

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

No: None

Absent: None

5. It was moved by Marian Castner, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amending the resolution, adopted at the September 18, 2019 Regular Meeting, approving Lisa Dichter, certified school occupational therapist, to provide occupational therapy services to students, on a consultant basis for the 2019-20 school year at an hourly rate of \$80, as indicated below:

AMENDED
RESOLUTION:
CONSULTANT
SERVICES:
OCCUPATIONAL
THERAPIST FOR 2019-
20 SCHOOL YEAR

From	To
Total Amount Not to Exceed	Total Amount Not to Exceed
\$26,500	\$30,000

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

No: None

Absent: None

POLICY

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

ADOPTION OF
POLICIES AND
REGULATIONS

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, Kathryn Gizzo, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Kimberly Raymond, Rebecca Roberts and Michael Taylor

No: None

Absent: None

NEGOTIATIONS

None

TRANSPORTATION

None

PERSONNEL

1. It was moved by Michael Taylor, 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
Joan Moriarty	Teacher of Language Arts Cedar Drive Middle School	July 1, 2020
Sherri Rao	Teacher of Art Conover Road Elementary School	July 1, 2020
Joanne Sofia	Principal's Secretary Conover Road Elementary School	July 1, 2020

The Board expresses its appreciation and gratitude to Joan Moriarty for her over 21 years, Sherri Rao for her 21 years and Joanne Sofia for her 25 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, Kathryn Gizzo, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Kimberly Raymond, Rebecca Roberts and Michael Taylor

No: None

Absent: None

2. It was moved by Michael Taylor, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the employment of the following individuals for the remainder of the 2019-20 school year, as indicated below: EMPLOYMENT:
INTERIM TEACHERS

Name	Position/Location	Effective Dates	Guide/Step Salary
Nicole Neebling* (Replacing Allison Costa, who will be on a leave of absence)	Interim Special Education Teacher♦ Conover Road Primary School	1/28/20 – 6/30/20	BA Guide Step 1 \$54,891 Per Annum Prorated

Donna Perry* (Replacing AmandaMarie Capone, who will be on a leave of absence)	Interim Special Education Teacher Cedar Drive Middle School	1/13/20 – 6/30/20	BA Guide Step 1 \$54,891 Per Annum Prorated
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* Pending criminal history review and receipt of prior employment verification.

♦ Pending receipt of New Jersey teaching certification.

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

No: None

Absent: None

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

REASSIGNMENT:
SECRETARY TO THE
DIRECTOR OF
SPECIAL SERVICES
AND CHILD STUDY
TEAM

Name	From	To
	Position/Location/Hours/Step Hourly Rate/Salary/Effective Dates	Position/Location/Salary Effective Dates
Ruth Lawton (Replacing Helen Eberle, who retired)	Computer Application Support Specialist (10 Month Position) Conover Road Primary School 8 Hours Daily Step 3, \$22.38 Per Hour \$32,943 Per Annum 9/01/19 - 6/30/20	Secretary to the Director of Special Services & Child Study Team (12-Month Position) Administration Building \$45,000 Per Annum, Prorated 1/06/20 - 6/30/20

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

No: None

Absent: None

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

EMPLOYMENT:
INSTRUCTIONAL
ASSISTANT

Name	Position/Location	Effective Dates	Hours/Number of Days Step/Hourly Rate/Salary
Bethany Miranda* (Replacing Nicole Bonura, who resigned)	Instructional Assistant Conover Road Primary School	1/02/20 – 6/30/20	6.75 Hours Daily 184 Days Step 2, \$13.16 Per Hour \$16,345 Per Annum, Prorated

* Pending receipt of prior employment verification.

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

No: None

Absent: None

5. It was moved by Michael Taylor, 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
Jodi Richards Teacher of Computer Applications Cedar Drive Middle School	1/02/20 - 2/20/20	FMLA – Paid With healthcare benefits (Using Sick Days from 1/02/20 through 2/20/20)

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

No: None

Absent: None

6. It was moved by Michael Taylor, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the contractual childcare leave for Courtney Katz, Teacher of Language Arts at Cedar Drive Middle School, for the 2019-20 school year, as indicated below:

CONTRACTUAL
CHILDCARE LEAVE

Effective Dates	Contractual Childcare Leave
2/24/20 - 5/15/20	Unpaid without health care benefits

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

No: None

Absent: None

7. It was moved by Michael Taylor, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amending of the resolution, adopted at the August 7, 2019, approving the appointment of the following individual for the 2019-20 school year, as indicated below:

AMENDED
RESOLUTION:
LONG-TERM
SUBSTITUTE
TEACHER

Name	From	To
	Position/Location/Salary Effective Dates	Position/Location/Salary Effective Dates
Jennifer Deyo (Replacing Courtney Katz, who is on a leave of absence)	Long-Term Substitute Teacher of Language Arts Cedar Drive Middle School \$245 Daily 10/01/19 - 2/20/20	Long-Term Substitute Teacher of Language Arts Cedar Drive Middle School \$245 Daily 10/01/19 - 2/28/20 & Interim Teacher of Language Arts Cedar Drive Middle School \$54,891 Per Annum Prorated 3/01/20 - 5/15/20

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

No: None

Absent: None

8. It was moved by Michael Taylor, 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 advisors to the Conover Road Elementary School After-School Intramural Program for the 2019-20 school year, once a week, at an hourly rate of \$46, with each session to run sixty (60) minutes, at an amount not to exceed \$46 per session, as indicated below:

CRES AFTER-
SCHOOL
INTRAMURAL
PROGRAM ADVISORS

Name	Activity♦	Number of Sessions	Total Amount Not To Exceed
Richard Baiata	Kickball Club	7	\$ 322
Richard Baiata	Physical Education Games	10	\$ 460
Kathryn Green	Martial Arts Club	10	\$ 460
Nancy Junay	Homework Helpers Club	23	\$1,058
Michelle Gunnell	Morning News Club	14	\$ 644
Christine MacLeod	Morning News Club	14	\$ 644
Elizabeth Lowes	Exercise Science Club	6	\$ 276
Elizabeth Lowes	Yoga Club	6	\$ 276
Joseph Truisi	Poetry Club	7	\$ 322

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

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

No: None

Absent: None

9. It was moved by Michael Taylor, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the additional pay to the following staff member to accompany a student participating in the Cedar Drive Middle School Winter Intramural Program, for each session to run ninety (90) minutes, as indicated below:

ADDITIONAL PAY:
INSTRUCTIONAL
ASSISTANT

Name/Location	Step Hourly rate	Total Amount Per Session	Number of Sessions	Total Amount Not to Exceed
Dana McMullin Cedar Drive Middle School	Step 4 \$18.12 Per Hour	\$27.18	7	\$190.26

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

No: None

Absent: None

10. It was moved by Michael Taylor, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following individuals to the Substitute Teacher list 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
Nicole Neebling	County Substitute Credential
Donna Perry	Standard - Teacher of Students with Disabilities Standard - Elementary School Teacher in Grades K-6
Matthew Ross	Provisional - Teacher of Health and Physical Education

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

No: None

Absent: None

11. It was moved by Michael Taylor, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of Wilson Nunez, Head Custodian at Conover Road Primary School, to serve as a substitute personnel member of the Colts Club Before and After Care Program for the remainder of the 2019-20 school year, at an hourly rate of \$14.

SUBSTITUTE COLTS
CLUB PERSONNEL
MEMBER

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

No: None

Absent: None

12. It was moved by Michael Taylor, 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:
LONG-TERM
SUBSTITUTE TEACHER

Name	Position/Location	Effective Dates	Salary
Matthew Ross* (Replacing Jennifer Tym, who will be on a leave of absence)	Long-Term Substitute Teacher of Physical Education Conover Road Primary School	1/15/20 – 3/06/20	\$245 Per Day
Joanne Chavers (Replacing Jodi Richards, who is on a leave of absence)	Long-Term Substitute Teacher of Computer Applications Cedar Drive Middle School	1/09/20 - 2/20/20	\$245 Per Day

*Pending criminal history review and receipt of employment verification.

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

No: None

Absent: None

13. It was moved by Michael Taylor, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amending of the resolutions, adopted at the November 6, 2019 Regular Meeting, approving the appointment of the following staff members to serve as home instructors for Student #20250051, at an hourly rate of \$51, as indicated below:

AMENDED
RESOLUTION:
HOME INSTRUCTION
FOR 2019-20 SCHOOL
YEAR

Name	Total Number of Hours Per Week Not to Exceed	From	To
		Effective Dates	Effective Dates
Felicia Latrenta	10 Hours	9/05/19 - 1/31/20	9/05/19 - 2/28/20
Ryan White	1 Hour	10/22/19 - 1/31/20	10/22/19 - 2/28/20

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

No: None

Absent: None

14. It was moved by Michael Taylor, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the additional pay to Melissa Ragusa, Instructional Assistant at Conover Road Elementary School, to accompany a student participating in the Conover Road Elementary School band performance on March 24, 2020 and rehearsals prior to March 24, 2020, for a total number of hours not to exceed twenty (20), at an hourly rate of \$13.16 (Step 2), for a total amount not to exceed \$263.20.

ADDITIONAL PAY:
INSTRUCTIONAL
ASSISTANT

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

No: None

Absent: None

15. It was moved by Michael Taylor, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amending of the resolution, adopted at the December 11, 2019 Regular Meeting, approving the appointment of Cedar Drive Middle School staff members to serve as advisors for the Cedar Drive Middle School Winter After-School Intramural Program for the 2019-20 school year, 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:

AMENDED
RESOLUTION:
2019-20 CDMS
WINTER INTRAMURAL
PROGRAM

Name	Activity♦	Number of Sessions	Total Amount Not To Exceed
Kathy DeWitt	Chess Club	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, Kathryn Gizzo, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Kimberly Raymond, Rebecca Roberts and Michael Taylor

No: None

Absent: None

Dr. Garibay recognized the three (3) retirements approved this evening and wished them well: Joan Moriarty - Teacher of Language Arts at Cedar Drive Middle School; Sherri Rao - Teacher of Art, Conover Road Elementary School; and Joanne Sofia - Principal's Secretary, Conover Road Elementary School

NEW BUSINESS/WORK SESSION AGENDA

1. President Gizzo led the discussion on Board Goals for the 2019-20 School Year.

COMMENTS FROM ATTENDING CONSTITUENTS – ALL SUBJECTS

None.

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

At 7:46 pm, President Gizzo announced that the Board would move into Executive Session for approximately one hour to discuss a confidential student matter. She further announced that no action will be taken afterwards and articulated that such discussion may be disclosed upon future resolution.

It was moved by Kevin O'Connor, seconded by Kathryn Gizzo and carried on a unanimous roll call vote in the affirmative to move into Executive session.

ADJOURNMENT

At approximately 8:56 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, Kathryn Gizzo, Jacquelyn Hoagland, Marci Klein, Kevin O'Connor, Kimberly Raymond, Rebecca Roberts and Michael Taylor

No: None

Absent: None

REFERENCE SHEET	
Attachment # O-1	November 5, 2019 School Election Results
Attachment # CM-1	Correspondence from Inna Volshteyn and Boris Volshteyn of Atlantic Surgical Associates to Tricia Barr, Conover Road Primary School
Attachment # C-1	Reimbursable Expenses
Attachment # F-1	Transfers for the Month of November, 2019
Attachment # F-2	Board Secretary's Report as of November 30, 2019
Attachment # F-3	Treasurer's Report as of November 30, 2019
Attachment # P-1	Adoption of 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	
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