

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.

COLTS NECK BOARD OF EDUCATION GOALS
2020-2021 SCHOOL YEAR

- Facilities: Develop a funding strategy plan for capital improvement projects as outlined in the Long-Range Facilities Plan.
- Communications: Develop a District communications plan to include varied communication methods to educate and engage the community about the role of the Board of Education and District initiatives.
- Student Achievement:
 - Assess the effectiveness of District programs and practices implemented to address achievement gaps due to the COVID-19 pandemic and address areas of identified deficiencies.
 - Evaluate student success and standards in relationship to Curriculum, in a systematic and consistent manner, while taking into consideration costs and other factors in developing programs that are effective for the District.
- Planning: Complete, implement and monitor the District Strategic Plan initiated in the 2019-2020 academic year.

COLTS NECK SCHOOL DISTRICT GOALS
2020-21 SCHOOL YEAR

- Goal #1 - STUDENT ACHIEVEMENT: Identify and implement research-based practices to address student achievement gaps associated with the COVID-19 pandemic.
- Goal #2 - WELLNESS: Support and maintain the health of the school community.
- Goal #3 - FINANCE AND FACILITIES: Allocate and design summer enrichment / academic programs to implement for all students to address pandemic-related academic regression within the current 20-21 school year and within the development of the '21-22 school budget. Continue to address key facilities needs as a result of 2015 Comprehensive Facilities Study and post referendum defeats by selecting critical projects for '20-21 budget and alternative funding options, including an Energy Saving Improvement Plan.
- Goal #4 - TECHNOLOGY: Continue to implement the use of instructional technology in accordance with ISTE Standards.

MINUTES: For the Meeting of the Board of Education, **April 7, 2021**, at 7:00 p.m. via Webex. Directions will be posted on the district's website at www.coltsneckschools.org

CALL TO ORDER

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

ROLL CALL

ROLL CALL

Board Members Present: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

Board Members Absent: Kathryn Glizzo

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, 2021, 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 led the Flag Salute and Vice President Alpaugh read the Mission Statement.

APPROVAL OF MINUTES

APPROVAL OF
MINUTES

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

Meeting
February 3, 2021 Regular Meeting Minutes
February 17, 2021 Regular Meeting Minutes
February 17, 2021 Executive Session Minutes
March 3, 2021 Regular Meeting Minutes

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

PRESENTATION

PRESENTATION

None

COMMENTS FROM ATTENDING CONSTITUENTS – Agenda Items Only

COMMENTS

None

REPORT OF VICE PRESIDENT – Mrs. Danielle Alpaugh

VICE PRESIDENT'S
REPORT

Vice President Alpaugh welcomed everyone back from Spring recess and reported as follows:

- Reminded those who travelled during the Spring Break of the district's travel quarantine policy.
- Noted Superintendent's Action Item # 4 is a resolution approving the district's transition to Phase IV of the Restart and Recovery Plan; transition is scheduled to

take place on Monday April 19th.

- Recognized two retirements on the agenda for approval; best wishes to Tim Trigani and Diana Barone.

COMMITTEE REPORTS

COMMITTEE REPORTS

Buildings & Grounds/Safety & Security Committee:

Chairperson: Kevin O'Connor

Committee Members: Danielle Alpaugh, Kathryn Gizzo, Heather Tormey

Administrator: Vincent Marasco

- Kevin O'Connor reported that the committee met on April 6th.
- Committee discussed the Shared Service Agreement with the Township for the SLEO III Officers; agreement is on the agenda this evening for approval and has no changes from last year.
- Reviewed the request from Township Recreation for the use of the district's facilities for the summer camp; the committee is recommending the approval of the use and will continue discussions. Additional conversation is needed regarding use of facilities by outside organizations as the district currently has a suspension of its facility use Policy in place.

Communications Committee:

Chairperson: Danielle Alpaugh

Committee Members: Tracy Kramer, Marci Klein, Heather Tormey

Administrator: Philip J. Capasso III

- Danielle Alpaugh reported that the committee met on March 23rd.
- Discussed Board chain of communication; will be sending out a request for feedback from the full board.
- Finalized Newsletter which was sent out before Spring Break; thanked Phil Capasso for all of his hard work getting the newsletter out.
- Next meeting is scheduled for April 23rd at 9:15 a.m.

Curriculum Committee:

Chairperson: Dr. Kimberly Raymond

Committee Members: Marian Castner, Marci Klein, Kevin O'Connor

Administrator: Erica Reynolds

- Kimberly Raymond reported that the committee has not met since the last meeting.

Finance/Negotiations Committee:

Chairperson: Kathryn Gizzo

Committee Members: Danielle Alpaugh, Marian Castner, Jacquelyn Hoagland

Co-Administrators: Dr. MaryJane Garibay and Vincent Marasco

- Mr. Marasco reported that the committee met on March 22nd.

- Discussed the before and after care program; committee is recommending the use of an outside service provider (YMCA) and is in final discussions with them.
- Started discussions on the preparation of Standard Operating Procedures as they relate to the budget process and negotiation planning.
- Reviewed different salary proposals for current negotiations with the CNTEA.
- Discussed re-negotiation of the Superintendent's Contract.

Policy Committee:

Chairperson: Jacquelyn Hoagland
Committee Members: Marian Castner, Marci Klein, Tracy Kramer
Administrator: Dr. MaryJane Garibay

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

Ad Hoc Pandemic Advisory Committee:

Chairperson: Marian Castner
Committee Members: Danielle Alpaugh, Kathryn Gizzo, Jacquelyn Hoagland
Co-Administrators: Dr. MaryJane Garibay and Vincent Marasco

- Marian Castner reported that the committee met on March 19th.
- Principals Barr, Osmond and Rigby were in attendance and provided the committee with some insight of what they have learned over the past year and changes they would recommend for next school year based on the same.

Board Member Liaisons:

Marci Klein - Colts Neck PTO

- PTO is continuing their fundraising efforts; the Golf Fundraiser is scheduled for June 7th at the Colts Neck Golf Club and Spring Flower Sale will take place on May 7th for grades K-5, orders due by April 9th.

Kevin O'Connor - Colts Neck Township Committee

- No Report

State & County School Boards Association Representative:

Marian Castner

- No Report

SUPERINTENDENT'S REPORT

Dr. Garibay reported as follows:

- Welcomed everyone back from Spring recess.
- Mentioned notices of COVID activity sent out this week.
- Noted resolution on agenda this evening for approval of transition to Phase IV of the Restart and Recovery Plan; final plan will require approval by the County

Superintendent, Local Health Officials and the Board of Education.

- Principals will be sending out notifications to parents next week regarding schedule changes, lunch, etc.
- Outdoor tents will again be set up for use during the balance of the school year.
- April is Autism Awareness Month and Military Child Month; April 15th is “Purple Up” day in recognition of our military families.
- April 5th - 9th is National Assistant Principal Week; shout out to Merri Milano and Marla Beil.
- Today is National ParaProfessional Day; thanks to our instructional aides.
- Recognized the two retirements on the agenda this evening for approval; best wishes for a happy and healthy retirement to Tim Trigran and Diana Barone.

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
03/01/21 - 03/12/21	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 March 16, 2021 for the period commencing February 13, 2021 through February 28, 2021 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
2020-N1	Cedar Drive Middle School

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

2. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland 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
20240022	Neurodevelopment	Dr. Nellam Sell	575.00

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

3. It was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the Shared Services Agreement between the Colts Neck Board of Education and the Township of Colts Neck to provide for the employment of Special Law Enforcement Officers III ("SLEO III") for the 2021-22 school year, which is on file in the Office of the Business Administrator/Board Secretary.

SHARED SERVICES
AGREEMENT:
SLEO III OFFICERS

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

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

PHASE IV OF
RESTART AND
RECOVERY PLAN

WHEREAS, on June 26, 2020, the New Jersey Department of Education released the "The Road Back - Restart and Recovery Plan for Education ("NJDOE Plan") for schools to reopen in September 2020; and

WHEREAS, the Colts Neck Board of Education (the "Board"), at its August 19, 2020 Regular Meeting, approved the district's Restart and Recovery Plan for Education to safely reopen schools in September 2020 that fit the needs of Colts Neck Township Schools and addressed the elements contained in NJDOE Plan; and

WHEREAS, the Colts Neck Board of Education (the "Board"), at its November 11, 2020 Regular Meeting approved an amendment to Phase III of the district's Restart and Recovery Plan to eliminate the Hybrid model of instruction for students and replace it with a phased-in five (5) day, short session schedule for all students that was to commence on November 16, 2020; and

WHEREAS, conditions related to the COVID-19 pandemic postponed the implementation Phase III of the Restart and Recovery Plan for students in grades 1-8; and

WHEREAS, at its February 3, 2021 Regular Meeting, the Colts Neck Board of Education (the "Board") approved an amendment to the district's Phase III Plan for students in grades 1-8 that replaced the hybrid model for in-person learning with a five (5) day, short session model for in-person learning while continuing to offer the fully remote option to families in the district, as outlined in the Phase III REVISED Amendment to the Restart and Recovery Plan for Education ("Phase III REVISED Amendment"), effective February 16, 2021.

NOW, THEREFORE, BE IT RESOLVED, that the Colts Neck Board of Education (the "Board") hereby approves the transition to Phase IV of the Restart and Recovery Plan for Education that replaces the weekly five-day short session schedule for in-person learning with a weekly five-day, full-day schedule for in-person learning beginning Monday, April 19, 2021 while continuing to offer the fully remote option to families in the district. The Board authorizes the Superintendent to make any additions, deletions, or modification to Phase IV, at any time, as the Superintendent deems necessary in accordance with school policies and regulations and in the best interests of the health, safety and welfare of the district, and

BE IT FINALLY RESOLVED, that Phase IV of the Restart and Recovery Plan for Education shall be posted on the district website prior to April 19, 2021 after review by the Monmouth County Superintendent of Schools, local and county health officials, and the Board.

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

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: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

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 February, 2021 for the 2020-21 school year. ([Attachment # F-1](#)) TRANSFER OF FUNDS

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

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 February 28, 2021. ([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 February 28, 2021 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 February 28, 2021 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, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

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 February 28, 2021. ([Attachment # F-3](#)) TREASURER'S REPORT

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

4. It was moved by Marian Castner, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to approve the Change Order No. 2 from MJF Electrical Contracting & Maintenance, Inc., for a decrease to the original contract in the amount of \$5,050, for a credit for unused allowance, in connection with the Electrical Power System & Main Gear Replacement & Upgrades at Cedar Drive Middle School.

CHANGE ORDER #2 -
MJF ELECTRICAL
CONTRACTING &
MAINTENANCE, INC.

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

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

TRAVEL AND
RELATED EXPENSE
REIMBURSEMENT
FOR 2021-22
SCHOOL YEAR

WHEREAS, the Colts Neck Township Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 et seq. Requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel as defined in N.J.A.C. 6A:23A-1.2, which includes attendance at regularly scheduled in-State county meetings, Department or Association sponsored events or in-State professional development activities for which the registration fee does not exceed \$150.00 per employee or board member, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in a given school year (July 1 through June 30); and

WHEREAS, the Colts Neck Township Board of Education has established \$54,760 as the maximum travel amount for the current school year and has expended \$6,200 as of this date;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$52,865 for all staff and board members for the 2021-22 school year.

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

POLICY

1. It was moved by Jacquelyn Hoagland, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the adoption of the following policies and regulations, as indicated below: (Attachments # P-1-10)

ADOPTION OF
POLICIES AND
REGULATIONS

P8600 (Attachment P-1)	Student Transportation
R8600 (Attachment P-2)	Student Transportation
Bylaw 0145 (Attachment P-3)	Board Member Resignation and Removal
P0164.6 (Attachment P-4)	Remote Public Board Meetings During a Declared Emergency
R1642 (Attachment P-5)	Earned Sick Leave
P1643 (Attachment P-6)	Family Leave
P5330.01 (Attachment P-7)	Administration of Medical Cannabis
R5330.01 (Attachment P-8)	Administration of Medical Cannabis
P7425 (Attachment P-9)	Lead Testing of Water in Schools
R7425 (Attachment P-10)	Lead Testing of Water in Schools

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

NEGOTIATIONS

None

TRANSPORTATION

None

PERSONNEL

1. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the medical disability leave for each of the following staff members during the 2020-21 school year, as indicated below:

MEDICAL DISABILITY
LEAVE
2020-21 SCHOOL
YEAR

Name/Position Location	Effective Dates	Medical Disability Leave
Jennifer Stattel /Teacher/ Conover Road Primary School	4/27/21 - 6/30/21	FMLA – Paid With healthcare benefits (Using Sick Days from 4/27/21 through 6/1/21) FMLA – Unpaid with healthcare benefits (from 6/2/21 through 6/30/21)

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

2. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the medical disability leave for each of the following staff members during the 2020-21 school year, as indicated below:

MEDICAL DISABILITY
LEAVE
2020-21 SCHOOL
YEAR

Name/Position Location	Effective Dates	Medical Disability Leave
Brooke Edgerton/Teacher/ Conover Road Primary	05/03/21 - 06/30/21	FMLA – Paid With healthcare benefits (Using Sick and Personal days from 5/3/21 through 5/28/21 and .5 day sick on 6/1/21 FMLA - Unpaid with benefits 6/1/21 .5 day, and 6/2/21through 6/30/21

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

3. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the childcare leave during the 2021-22 school year for each of the following staff members during the 2021-22 school year, as indicated below:

CHILDCARE LEAVE
2021-22 SCHOOL
YEAR

Name/Position Location	Effective Dates	Medical Disability Leave
Brooke Edgerton/Teacher/ Conover Road Primary	09/02/21 - 11/26/21	FMLA/NJFLA -Unpaid With HealthCare Benefits

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

4. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the childcare leave during the 2020-21 school year for the following staff members during the 2020-21 school year, as indicated below:

AMENDED
RESOLUTION
CHILDCARE LEAVE
2020-21 SCHOOL
YEAR

Name/Position Location	Effective Dates	Childcare Leave
Sherri Halpin/ Teacher/Conover Road Primary	03/02/21 - 06/30/21	FMLA Intermittent – Unpaid With Healthcare Benefits

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

5. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amendment to the medical disability leave, adopted at the February 17, 2021 Regular Meeting, for Laura Pavlicek, Teacher at Cedar Drive Middle School, during the 2020-21 school year, as indicated below:

AMENDED MEDICAL
DISABILITY LEAVE
2020-21 SCHOOL
YEAR

From	To	Leave Type
09/02/20 - 04/01/21	09/02/20 - 04/09/21	Medical Disability-FMLA Paid with Health Care Benefits Using Sick Days from 9/02/20 through

		4/09/21
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Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

6. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amending of the resolution, adopted at the December 16, 2020 Regular Meeting approving the appointment of the following staff member, Suzanne Cooper, to continue to serve as a home instructor for Student #20210015 during the 2020-21 school year, at an hourly rate of \$52, for a total number of hours per week not to exceed ten (10), as indicated below:

AMENDED
RESOLUTION:
HOME INSTRUCTION
FOR 2020-21
SCHOOL YEAR

From	To
Effective Dates	Effective Dates
9/8/2020 - 4/6/2021	9/8/2020 - 6/23/2021

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

7. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of the following individual to the Substitute Teacher list for the 2020-21 school year, at a salary of \$90 per day on an as needed basis, pending approval of criminal history review.

SUBSTITUTE
TEACHERS:
2020-21 SCHOOL
YEAR

Name	Certification
Clare DeJoy	Substitute Credential

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

8. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the acceptance of the retirement of the following

RETIREMENT

staff members, with regret, as indicated below:

Name	Position/Location	Effective Date
Timothy Trigani	Teacher/Cedar Drive Middle School	7/1/2021
Diana Barone	Instructional Assistant/ Conover Road Primary School	7/1/2021

The Board expresses its appreciation and gratitude to Timothy Trigani for his 23 years and Diana Barone for her 23 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, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

9. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the transfer of the following Lunch Recess Aides for the 2020-21 school year, as indicated below: TRANSFERS:

Name/Position	Location From	Location To	Effective Date
Sheren Ayad	Conover Road Elementary School	Conover Road Primary School	4/19/21
Barbara Cannata	Conover Road Elementary School	Conover Road Primary School	4/19/21
Amira Fahmy	Conover Road Elementary School	Conover Road Primary School	4/19/21
Debra Gryzlak	Conover Road Elementary School	Conover Road Primary School	4/19/21
Madeline Ruggiero	Conover Road Elementary School	Conover Road Primary School	4/19/21

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

10. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a EMPLOYMENT:
LUNCH-RECESS

unanimous roll call vote to approve the employment of the following individual for the 2020-21 school year, as indicated below:

AIDE
2020-21 SCHOOL
YEAR

Name	Position/Location	Effective Dates	Hours/Number of Days/Step/Hourly Rate/Salary
Lori Martinelli	Lunch-Recess Aide	04/19/21 – 06/30/21	2.5 Hours Daily 173 Days Step 7 \$13.85 Per Hour \$5,989.26 Per Annum (Prorated)
Concetta Tricomi	Lunch-Recess Aide	04/19/21 – 06/30/21	2.5 Hours Daily 173 Days Step 7 \$13.85 Per Hour \$5,989.26 Per Annum (Prorated)

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

11. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amendment to the medical disability leave, adopted at the March 3, 2021 Regular Meeting, for Kathleen Hulse, School Bus Driver, during the 2020-21 school year, as indicated below:

AMENDED MEDICAL
DISABILITY LEAVE
2020-21 SCHOOL
YEAR

From	To	Leave Type
12/22/20-02/02/21	12/22/20-05/03/21	Medical Disability/Non-FMLA <ul style="list-style-type: none"> • Paid Using Sick and Personal Days from 12/22/20 through 3/9/2021 • Paid Using 13 days from the TWU Sick Leave Bank from 3/10/21 through 3/26/21 • Paid Using 19 days from the TWU Sick Leave Bank from 4/6/21 through 5/3/21

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

12. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the amendment to the medical disability leave, adopted at the February 17, 2021 Regular Meeting, for Donna Balzotti, Instructional Assistant at Conover Road Primary School, during the 2020-21 school year, as indicated below:

AMENDED MEDICAL
DISABILITY LEAVE
2020-21 SCHOOL
YEAR

From	To	Leave Type
03/08/21 - 04/09/21	03/08/21 - 04/30/21	FMLA Paid with Health Care Benefits (using Sick days from 3/8/21 through 4/30/21)

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

13. It was moved by Heather Tormey, 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 home instructors, on an as needed basis, for the 2020-21 school year, at an hourly rate of \$52, for no more than five (5) hours per week for general education students and for no more than ten (10) hours per week for special education students, as indicated below:

HOME
INSTRUCTORS:
DISTRICT STAFF
MEMBERS FOR
2020-21 SCHOOL
YEAR

Name	Certification
Christine Doran	School Physical Therapist
Chelsea McGowan	School Occupational Therapist

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

14. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of Chelsea McGowan, School Occupational Therapist, to serve as a home instructor providing occupational therapy services for Student #20250051, at an hourly rate of \$52, for a total number of hours per week not to exceed two (2), for the period commencing April 19, 2021 through June 23, 2021.

RESOLUTION:
HOME INSTRUCTION
FOR 2020-21
SCHOOL YEAR

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin

O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the appointment of Christine Doran, School Physical Therapist, to serve as a home instructor providing physical therapy services for Student #20250051, at an hourly rate of \$52, for a total number of hours per week not to exceed two (2), for the period commencing April 19, 2021 through June 23, 2021.

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

15. It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the following chaperones for the following Track & Field meets for the 2020-21 School Year. The following chaperones will work for one or more of the following dates listed and are not to exceed two (2) hours at an amount not to exceed \$80 per day, for the total number of days not to exceed three (3), for an amount not to exceed \$240.

CHAPERONES AND
SUBSTITUTE
CHAPERONES FOR
CDMS TRACK &
FIELD MEETS
2020-21 SCHOOL
YEAR

Meet Dates	Chaperones
April 27, May 14, May 26, 2021	Tracy Amaniera Jeff Brown Hope Delia Jessica Gippaldi Carrie Zanyor

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

It was moved by Heather Tormey, seconded by Kevin O'Connor and carried on a unanimous roll call vote to approve the staff members listed below to be approved to serve as substitute chaperones for any of the 2020-21 Cedar Drive Middle School Track & Field Meets and is not to exceed two (2) hours at an amount not to exceed \$80 per day, for the total number of days not to exceed three (3), for an amount not to

exceed \$240.

Meet Dates	Substitute Chaperones
April 27, May 14, May 26, 2021	Karin Londono Angelica Modica Carrie Sullivan

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

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 7:33 p.m. it was moved by Kevin O'Connor, seconded by Jacquelyn Hoagland and carried on a unanimous roll call vote to adjourn the meeting.

Yes: Marian Castner, Jacquelyn Hoagland, Marci Klein, Tracy Kramer, Kevin O'Connor, Kimberly Raymond, Heather Tormey and Danielle Alpaugh

No: None

Absent: Kathryn Gizzo

REFERENCE SHEET	
Attachment # C-1	Reimbursable Expenses
Attachment # F-1	Transfers for the Month of February, 2021
Attachment # F-2	Board Secretary's Report as of February 28, 2021
Attachment # F-3	Treasurer's Report as of February 28, 2021
Attachment # P-1	P 8600 - Student Transportation

Attachment # P-2	R 8600 - Student Transportation
Attachment # P-3	Bylaw 0145 - Board Member Resignation and Removal
Attachment # P-4	P 0164.6 - Remote Public Board Meetings During A Declared Emergency
Attachment # P-5	R 1642 - Earned Sick Leave
Attachment # P-6	P 1643 - Family Sick Leave
Attachment # P-7	P 5330.1 - Administration of Medical Cannabis
Attachment # P-8	R 5330.1 - Administration of Medical Cannabis
Attachment # P-9	P 7425 - Lead Testing of Water in Schools
Attachment # P-10	R 7425 - Lead Testing of Water in Schools

BOARD MEETINGS*			
January 20, 2021	April 7, 2021	June 30, 2021	October 6, 2021
February 3, 2021	April 21, 2021	August 4, 2021	October 20, 2021
February 17, 2021	May 12, 2021	August 18, 2021	November 3, 2021
March 3, 2021	May 26, 2021	September 1, 2021	November 17, 2021
March 16, 2021	June 16, 2021	September 22, 2021	December 15, 2021 @ 6:00 pm
January 5, 2022 @ 6:00 p.m. (Organization Meeting)			

* All Regular Board Meetings will be held at 7:00 p.m. via audio and video teleconferencing, unless otherwise noted and advertised.

NOTEWORTHY DATES	
2021	
May 28	Short Session Day for Students Full Day for Staff with In-Service After Student Dismissal
May 31	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; Last Day of School - CDMS Graduation

Respectfully Submitted,

Vincent S. Marasco

Vincent S. Marasco

Business Administrator/Board Secretary