MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT BOARD OF EDUCATION



Committee of the Whole Meeting February 8, 2024 6:30 PM

Cambridge Park Elementary School 1 Crest Way, Aberdeen, NJ

MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT

February 8, 2024 – Committee of the Whole Meeting, 6:30 PM Cambridge Park Elementary School, 1 Crest Way, Aberdeen, NJ



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- II. STATEMENT OF ADEQUATE NOTICE
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL

V. SUPERINTENDENT'S REPORT I

Recognition of Community Donations and Support - Mrs. Perez

- Blessing Brigade
- CrossRoads Worship Center
- Main Street Donuts
- Middletown Public Library
- New Hope Integrated Behavioral Health Care
- Sparkle Boutique
- Synergies Family Foundation
- Tigger Stavola Foundation
- Trinity Episcopal Church
- United Way of Monmouth and Ocean Counties

VI. EXECUTIVE SESSION I

- Privacy Matters
- Personnel Matters
- Legal Services

VII. SUPERINTENDENT'S REPORT II

Presentation of the 2022-2023 Annual Audit – Suplee, Clooney & Company

- VIII. MINUTES None
- IX. CORRESPONDENCE TO THE BOARD
- X. BOARD PRESIDENT'S REPORT
- XI. STUDENT REPRESENTATIVE'S REPORT None
- XII. CURRICULUM AND INSTRUCTION
- XIII. STUDENT SERVICES
- XIV. PERSONNEL
- XV. POLICY
- XVI. FINANCE

XVII. PUBLIC COMMENTS RELATING TO AGENDA ITEMS & ADDITIONAL MATTERS

XVIII. VOTE/ROLL CALL ON AGENDA ITEMS

- XIX. UNFINISHED BUSINESS
- XX. NEW BUSINESS

XXI. EXECUTIVE SESSION II

- Privacy Matters
- Personnel Matters
- Legal Services

XXII. ADJOURNMENT

MARSD MISSION:

Members of the Board

Dianna M. Pell, President Katie Feiles John Montone Laurie Skop Sheetal Werneke Annette Ascoli, Vice President Tara Martinez Christopher McGovern Danielle Spruell

Matawan-Aberdeen Regional School District

Welcome

Welcome to a meeting of the Matawan-Aberdeen Board of Education. We are always pleased when members of the community attend our meeting. The Board welcomes the participation of interested organizations and individuals, and schedules time for public comment, discussion and input. Persons who have questions about specific school practices, incidents or events are encouraged to directly contact the school administration.

The Board regularly holds two meetings per month. The 2nd Monday of each month is the Committee of the Whole and the 4th Monday of each month is the Regular Action Meeting, unless otherwise scheduled or announced.

Board of Education Meetings

These meetings are reserved for Board deliberation and for review of items contained within the agenda. The Board reserves the right to vote on Action items. Public comment shall be permitted early for thoughts and reactions on items of concern regarding the agenda. Each participant is asked to give his or her name and address prior to making a statement or asking a question. In addition, time will be allotted at the end of the meeting for public comment on any item. Speakers shall limit their comments to three minutes.

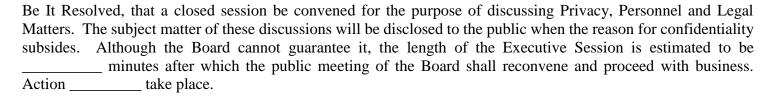
Statement of Adequate Notice

"The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or agreed upon. In accordance with the provision of this act, the Matawan-Aberdeen Regional School District Board of Education advertised this meeting on June 20, 2023 in the Asbury Park Press and the Star Ledger. These notices were sent to the Municipal Clerks of the Borough of Matawan and the Township of Aberdeen, and the Matawan-Aberdeen Public Library. These notices were also placed on the district's web site."

Public Participation at Board Meetings

The Board of Education recognizes the value of public comment on matters of interest to the school community. Individuals wishing to speak must state their name and municipality of residence. Comments are limited to three minutes' duration, but an individual may speak a second time after all others who wish to speak on the topic have been heard. All statements should be directed to the Board President and no participant may address or question Board members individually. All speakers are requested to express themselves in a civil manner, with due respect for the dignity and privacy of others whose legal rights may be affected. Please note: While it is not the Board's intention to stifle comment on matters of legitimate concern, the public should be aware that if their statements violate the rights of others under the law of defamation or invasion of privacy, they may face personal liability to the injured party. If speakers are uncertain of the legal ramifications of their comments, the Board urges them to seek guidance beforehand from their own legal advisor.

Executive Session



Matawan-Aberdeen Regional School District Mission Statement

To foster a safe and equitable learning environment that celebrates our diverse learners, and provides the necessary resources and supports to prioritize the social-emotional and academic development of all students.

2023-2024 Matawan-Aberdeen Regional Board of Education Goals

- **Goal 1**: Ensure the district's strategic planning goals and action plans are implemented in consideration of community growth, enrollment increases, and fiscal responsibility.
- Goal 2: Ensure effective communication with the community for the purpose of improving understanding of district matters, while continuing MARSD's partnership with the Garden State Coalition of Schools to advocate for state funding and other state actions impacting school districts.
- Goal 3: Achieve Certified Board status through NJSBA's Board Member Academy by June 2025.
- **Goal 4**: Maintain, update and enhance our facilities to promote safety, security, and a positive learning environment in our school buildings.

2023-2024 Matawan-Aberdeen Regional School District Strategic Plan Goals

- **Goal 1**: Increase student achievement by utilizing up-to-date technology and other instructional resources.
- **Goal 2**: Improve and upgrade district facilities, transportation policies and procedures.
- **Goal 3:** Increase and enhance community involvement and information sharing.
- **Goal 4**: Promote a positive and safe school environment that embraces kindness, diversity, individuality and respect for all with a focus on Social-Emotional Learning (SEL).
- **Goal 5**: Promote safety and security for all students, staff, and our school community.

CORRESPONDENCE TO THE BOARD

Email received January 18, 2024, chrisanns1127@msn.com, NO SUBJECT

Email received January 19, 2024, ladyandtramp450@gmail.com, regarding "Keeping secrets from parents policy"

Email received January 19, 2024, emailmikedeg@gmail.com, regarding "Policy"

Email received January 22, 2024, jwoodruff@businessinsure.com, regarding "Recent Board meeting and 5756 and 5950 policies"

Email received February 7, 2024, dfin.954k@gmail.com, regarding "Fwd: Reminder to contact your legislators! Freedom to Distribute Obscene Materials to Minors Act"

Email received February 6, 2024, hunterdubel@gmail.com, regarding "School Property Buffer"

MOTION:	SECONDED:

CURRICULUM AND INSTRUCTION

A. TRAVEL

Pursuant to travel policy #6471, the following staff is approved for travel related to training and workshops. This travel is deemed educationally necessary and fiscally prudent, and all travel expenditures shall be directly related to and within the scope of the staff member's current responsibilities and the district's Professional Development Plan. (Curriculum & Instruction Attachment #1)

Policy: #6471 Travel/Reimbursable Expenses

Rationale: Required estimates to abide by law and policy

B. OTHER

1. **REVISED** The Superintendent recommends that the Matawan-Aberdeen Regional School District

Board of Education approve the following field trips for the 2023-2024 school year.

Location	Date(s)	School/Grade	Purpose
Colonia High School Colonia, NJ	March 1, 2024	HS Grade 9-12 Club/Class Students and Staff	2024 Colonia Academic Tournament Academic Competition in team jeopardy style/academic bowl

2. The Superintendent recommends that the Matawan Aberdeen Regional School District approve the renewal agreement with EAB District Leadership Forum for the 2024-2025 school year for year one of our two-year agreement.

Rationale: The District Leadership Forum provides district leaders and their staff innovative solutions to our biggest strategic management challenges. This includes providing support and resources to educate key stakeholders across the district to accelerate consensus in supporting implementation of goals the district aims to achieve specifically diversity, equity, inclusion and justice. Services are inclusive of but not limited to-unlimited access to on demand research, dedicated advisor, annual webinar series, personalized webinars, district onsite support, District Leadership and more. With the collaboration with EAB the district will focus on diversity, equity, inclusion and justice which align and support implementation of new regulations, curriculum standards, district goals and strategic planning.

Cost: \$ 27,056.00 **Account** # 11-000-221-320-04-0000-0

MOTION:	SECONDED:

STUDENT SERVICES

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of

Education approve bedside instruction for the following student(s):

Student	ent Program Cost		Effective Dates
158830	Silvergate Prep	\$2,800.00	1/5/24-3/8/24
163537	LearnWell	\$2,110.00	1/27/24-2/25/24
160042	LearnWell	\$2,110.00	1/1/24-2/26/24
159391	LearnWell	\$633.00	1/22/24-1/29/24
170052	Hampton Behavioral Health	\$2,700.00	1/24/24-3/7/24

Cost: \$10,353.00

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following tuition/extraordinary aide rebill for the 2022 2023 school year

Education approve the following tuition/extraordinary aide rebill for the 2022-2023 school year.

School	Cost	Effective Dates	
CPC Behavioral Healthcare	\$23,844.50	2022-2023	

Cost: \$23,844.50 Account#:11-000-100-566-09-0000-0

Rationale: Due to Audit

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following student(s) to attend an out of district placement for the 2023-2024 School Year.

Student	School	Cost	Effective Dates
170895	Children's Center	\$31,787.24	01/29/24-6/30/24

Cost: \$31,787.24

Rationale: Per Student's IEP

PERSONNEL

MOTION:	SECONDED:
11011011.	SECONDED.

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following:

A. Resignations/Retirements - 2023/2024 School Year

Name	Loc	Position	Reason	Hire Date	Effective Date

B. Leave of Absence - 2023/2024 School Year

Name	Loc	Position	Type of Leave	With/Without Pay	Effective Dates
Zimmer, Theresa	LR	Teacher	Personal	Without Pay	03/25/2024 - 03/28/2024

C. Appointments - 2023/2024 School Year

1. New Hires

Name	Loc	Position	Step	Salary/Stipend	Replace/ Reason	Effective Dates

Note: The law on background checks requires ultimate clearance prior to any employment becoming final, in addition to pre-employment paperwork.

2. Salary Adjustments - 2023/2024 School Year (February -June)

Name	Name Location/Position From Step/Salary		To Step Salary	
Shalaby, Tamer	Middle School Special Ed/Social Studies	E11 - \$77,375.00	F11 - \$79,725.00	
Thiel, Alycia	Cliffwood/ Elementary Interventionist	C8 - \$62,825.00	D8 - \$67,725.00	

3. Curriculum Developers - 2023/2024 School Year

Name	Position	Staff	Activity	Max Hours	Cost /Hr	Total Cost	Loc
Posting # 2462 Math Paone-Hurd, Krysten - Grade 1 (Replacing Barillari, Alyssa)	Math K-5	1 per Grade	Teachers to analyze current curriculum and write updates	Up to 10 hours each	\$30	\$12,000.00	CO/ CI

4. Instructional Assistant as Substitute Teacher - 2023/2024 School Year

Name	Position	Loc	Salary	Account #	Effective Dates

5. Extra-Curricular Activities - 2023/2024 School Year

	Edition Curricular Resigned 2020/2021 School Fem							
Name	Loc	Activity	Position	Step/Stipend	Effective Date			
	Athletic Activities							
TBD	HS	Baseball	Co-Assistant Coach (Palitto Resignation)	TBD	2023/2024 School Year			
	Non-Athletic Activities							
Hourly Activities								

6. Staff Array Changes - 2023/2024 School Year

Name	Loc/Fte	Current Assignments	Loc/Fte/O/L	New Assignment	Effective Dates/Reason
Blodgett, Madeleine	MS: 1.00	ESL Teacher	MS: .67	ESL Teacher French Teacher	01/29/2024 - 06/30/2024
Schueller, Melanie	HS: 1.00	Instructional Assistant	CP: 1.00	Instructional Assistant	01/29/2024 - 06/30/2024

7. Home Instruction - 2023/2024 School Year

Student ID	Subject/ Class	Loc	Home Instruction Teacher	Hrs/per Week	# of Weeks	Total Hrs/per Subject	Effective Dates
<u>159375</u>	Algebra II	HS	Dr. Hanes	2	4	8	01/08/2024 - 02/02/2024
159375	English IV	HS	Robert Carnovsky	2	4	8	01/08/2024 - 02/02/2024
159375	Physical Education	HS	Educere	2	4	8	01/08/2024 - 02/02/2024
<u>159567</u>	English/9-10	HS	Christa Hanson	2	4	8	01/13/2024 - 02/12/2024

Student ID	Subject/ Class	Loc	Home Instruction Teacher	Hrs/per Week	# of Weeks	Total Hrs/per Subject	Effective Dates
159567	Social Studies	HS	Christa Hanson	2	4	8	01/13/2024 - 02/12/2024
159567	Physical Education - Grade 10	HS	Dee Dellert	2	4	8	01/13/2024 - 02/12/2024
160042	Algebra I	HS	Dr. Hanes	2	8	16	01/11/2024 - 03/08/2024
160042	Global Humanities/LA	HS	Robert Carnovsky	2	8	16	01/11/2024 - 03/08/2024
160042	Global Humanities/SS	HS	Robert Carnovsky	2	8	16	01/11/2024 - 03/08/2024
160042	Lab Biology	HS	Dr. Hanes	2	8	16	01/11/2024 - 03/08/2024
<u>161296</u>	Lab Biology	HS	Dr. Hanes	2	4	8	01/09/2024 - 02/01/2024
161296	English I	HS	Jennifer Moller	2	4	8	01/09/2024 - 02/01/2024
161296	World Cultures	HS	Jennifer Moller	2	4	8	01/09/2024 - 02/01/2024
161296	Algebra I	HS	Dr. Hanes	2	4	8	01/09/2024 - 02/01/2024
164080	Math	CL	Dr. Hanes	2	12	24	01/11/2024 - 04/16/2024
164080	Reading	CL	Dr. Hanes	2	12	24	01/11/2024 - 04/16/2024
164080	Science	CL	Dr. Hanes	2	12	24	01/11/2024 - 04/16/2024
164080	Social Studies	CL	Dr. Hanes	2	12	24	01/11/2024 - 04/16/2024
164337	World Cultures	HS	Christa Hanson	2	1	2	01/19/2024 - 01/25/2024
164337	Geometry	HS	Dr. Hanes	2	1	2	01/19/2024 - 01/25/2024
164337	English I	HS	Christa Hanson	2	1	2	01/19/2024 - 01/25/2024

Student ID	Subject/ Class	Loc	Home Instruction Teacher	Hrs/per Week	# of Weeks	Total Hrs/per Subject	Effective Dates
164337	Lab Chemistry	HS	Christa Hanson	2	1	2	01/19/2024 - 01/25/2024
<u>164683</u>	Advanced Algebra/ Trigonometry	HS	Dr. Hanes	2	6	12	01/24/2024 - 03/06/2024
164683	English IV	HS	Jennifer Moller	2	6	12	01/24/2024 - 03/06/2024

8. District Translators - 2023/2024 School Year

Name	Location	Language

\$30/Hr as needed - Account # 20-241-200-300-04-0000-0

9. Volunteers - 2023/2024 School Year

Name	Location	Activity	Effective Date
Esposito, Matthew	HS	Baseball	2023/2024 School Year
Leonard, Keelyn	MS	Softball	2023/2024 School Year

10. College Student Teacher/Observers/Teachers/Interns - 2023/2024 School Year

Name	Cooperating Staff Member	Assignment
Ring, Ashley	Kristina Saccomondo, School Psychologist	Cambridge Park/Ravine Drive Student Observer Rutgers University Spring 2023
Ring, William	Jamie Zibbell, School Social Worker	High School Junior Intern Brookdale Community College Spring 2023

D. Other

1. HIB - 2023/2024 School Year

• The Superintendent recommends the approval of the Harassment, Intimidation and Bullying (HIB) Report as reported during the Executive Session of the Matawan-Aberdeen Board of Education Meeting of January 18, 2024:

Incidents Reported	Confirmed Incidents
6	2

2. Substitute Administrator(s) - 2023/2024 School Year

Ruscavage, Michele
 Up to 20 hours at \$46.15/per hour for sporting event coverage

3. SIOP Training - 2023/2024 School Year

 Leslie, Kathryn
 Up to 5 hours at \$30/hr for planning and preparation of SIOP (Sheltered Instruction Observation Protocol)Training

4. Adoption of Transportation Employee Manual - 2023/2024 School Year

5. Substitute School Nurse Additional Pay - 2023/2024 School Year

Hulsart, Kim Up to 1.5 additional hours at \$34.62/hr to work beyond the regular school day to attend a school trip on 03/15/2024

6. Termination - 2023/2024 School Year

• Employee #5713, Termination of Employment Effective 02/02/2024

POLICY

MOTION:	SECONDED:
WIOTION:	SECONDED:

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the first reading of the following:

A.

A.	1.					
Series	Category	Policy/ Regulation	Title			
2000	Program	P 2270	Religion in Schools			
3000	Teaching Staff Members	P 3161	Examination for Cause			
3000	Teaching Staff Members	P&R 3212	Attendance			
3000	Teaching Staff Members	P 3324	Right of Privacy			
4000	Support Staff Members	P 4161	Examination for Cause			
4000	Support Staff Members	P&R 4212	Attendance			
4000	Support Staff Members	P 4324	Right of Privacy			
5000	Students	P&R 5111	Eligibility of Resident/Nonresident Students (M)			
5000	Students	P&R 5116	Education of Homeless Children and Youths			

(M) indicates mandated by state law

- **B.** The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the abolishment of the following policies:
 - P 1524 School Leadership Councils
 - 3000, Teaching Staff Members, P&R 3432 Sick Leave
 - 4000, Support, P&R 4432 Sick Leave
 - 5000, Students, P&R 5460.02 Bridge Year Pilot Program
 - 5000, Students, P 5750 Equal Educational Opportunity
 - P 6361 Relations with Vendors for Abbott Districts

FINANCE - ACTION ITEMS

MOTION:	SECONDED:

1. Annual Memorandum of Agreement between MARSD and the Aberdeen Township Police Department

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the Annual Memorandum of Agreement between the Matawan-Aberdeen Regional School District and the Aberdeen Township Police Department.

2. Annual Memorandum of Agreement between MARSD and the Matawan Borough Police Department

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the Annual Memorandum of Agreement between the Matawan-Aberdeen Regional School District and the Matawan Borough Police Department.

3. Acceptance of 2022-2023 Annual Audit

The Superintendent recommends the Matawan-Aberdeen Regional School District Board of Education accept the Audit Report for the 2022-2023 school year prepared by Suplee, Clooney & Company with one (1) recommendation per the Annual Comprehensive Financial Report (ACFR) and the Auditor's Management Report (AMR), and

BE IT FURTHER RESOLVED that a copy of the audit is to be forwarded to the Monmouth County Executive County Superintendent, with the approved corrective actions to be taken with respect to the recommendations contained in the Audit Report as submitted.

4. Approval of 2022-2023 Corrective Action Plan

The Superintendent recommends the Matawan-Aberdeen Regional School District Board of Education approve the Corrective Action Plan with 1 recommendation per the Annual Comprehensive Financial Report (ACFR) and the Auditor's Management Report (AMR) for the 2022-2023 school year prepared by Suplee, Clooney & Company.

End of Action Items

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following:

5. Payroll for January 2024 2023 and Bills List for February, 2024

(Available for review in Board Secretary's Office) Policy #6470 Payment of Claims

January 12, 2024 Payroll	\$2,641,459.09
January 30, 2024 Payroll	\$2,298,466.21
Total January 2024 Payroll	\$4,939,925.30
January 2024 Bills List	\$

6. Transfer of Funds for January 2024 (Available for review in Board Secretary's Office) Policy # 6422 Budget Transfers

WHEREAS NJAC 6A:20-2.13 "Over expenditure of Funds" states "a district Board of Education shall not incur any obligation or approve any payment in excess of the amount appropriated by the district Board of Education in the line item pursuant to NJSA 18A:22-8.1".

NOW THEREFORE BE IT RESOLVED that the attached line item transfers be approved

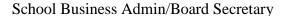
7. Board Secretary's Monthly Certification for January 2024

PURSUANT TO NJAC 6A:20-2.13(d), I certify that as of January 31, 2024, no budgetary line item account has obligations and payments which in total exceed the amount appropriated by the Matawan-Aberdeen Regional School District Board of Education pursuant to NJSA 18A:22-8 and 18A:22-8.1

8. Board of Education Certification Budget Major/Fund Status for January 2024

PURSUANT TO NJAC 6A:20-2.13(D), we certify that as of January 31, 2024, after review of the Secretary's monthly financial report (appropriation section), and open consultation with appropriate district officials, that to the best of our knowledge no major account fund has been over expended in violation of NJAC 6A:20-2(B), and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

I, Lindsey Case, School Business Administrator/Board Secretary certifies that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year."



9. Treasurer's Report

PURSUANT TO NJAC 6A:20-2.13(D), approve the Treasurer's Report for December 2023.

10. Acceptance of Grant Funds for Project Lead the Way (PLTW)

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept the grant funds in support of the Project Lead the Way (PLTW) Grant for Engineering Funds through Lockheed Martin in the amount of \$10,000. Project Lead the Way is a nonprofit organization that provides a transformative learning experience for PreK-12 students and teachers focused on the sciences, engineering, math and technology. The funding this grant offers includes courses for High School students and professional development for the staff.

11. Acceptance of Donation from Sparkle Boutique

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from Sparkle Boutique for 2 prom dresses (Junior or Senior) for the Husky closet valued at approximately \$550.

Finance, Page 3 of 3

12. Routine Travel Reimbursement for 2023-2024

Policy: # 6471 School District Travel

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education pursuant to Travel policy # 6471, approve the following staff member for travel related to routine business for the 2023-2024 school year:

Name	Position	Total
Barbara Gray	Teacher of Deaf (travels to out of district school)	\$2,000

13. Fire and Evacuation Drills

The following Fire and Evacuation Drills occurred during January 2024:

School Name	Security Drill Type	Date & Time
Cambridge Park Elementary School	Fire Drill	1/2/24 @ 9:15 am
Cambridge Park Elementary School	Lockdown (Active Shooter Drill)	1/30/24 @ 10:07 am
Cliffwood Elementary School	Fire Drill	1/10/24 @ 9:50 am
Cliffwood Elementary School	Lockdown	1/18/24 @ 9:55 am
Lloyd Road Elementary School	Medical Emergency/Shelter in Place	1/24/24 @ 10:40 am
Lloyd Road Elementary School	Fire Drill	1/30/24 @ 2:30 pm
Matawan Regional High School	Fire Drill	1/4/24 @ 9:30 am
Matawan Regional High School	Shelter in Place – Medical Emergency	1/18/24 @ 8:30 am
Matawan-Aberdeen Middle School	Fire Drill	1/11/24 @ 1:53 pm
Ravine Drive Elementary School	Fire Drill	1/8/24 @ 2:16 pm
Ravine Drive Elementary School	Shelter in Place	1/24/24 @ 10:53 pm
Strathmore Elementary School	Fire Drill	1/4/24 @ 9:35 am
Strathmore Elementary School	Active shooter	1/10/24 @ 2:30 pm