

**MISSION STATEMENT**

We are committed to achieving the NJ Core Curriculum Content and Common Core State Standards in all areas, and providing a safe and supportive environment where students are inspired, empowered, and encouraged to excel.

**VISION STATEMENT**

Students will become life-long learners, critical thinkers, and creative problem solvers who achieve success as honorable members of society.

**WORKSHOP MEETING** was held on January 11, 2016, Administration Building, 1 Crest Way, Aberdeen, NJ.

**I. CALL TO ORDER**

Board President, Ms. Esposito called the Committee of the Whole Meeting to order at 7:00 pm.

**II. PLEDGE OF ALLEGIANCE**

**III. STATEMENT OF ADEQUATE NOTICE**

Ms. Esposito read the following Statement:

“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 December 19, 2015. This notice was sent to the Asbury Park Press, the Star Ledger, the Municipal Clerks of the Borough of Matawan and the Township of Aberdeen, and the Matawan-Aberdeen Joint Free Public Library. The notice was also placed on the district’s web site.”

**IV. ROLL CALL**

Present:	Ms. Anissa Esposito - President	Dr. Jeff Delaney - Vice President
	Mr. Weymouth Brittingham	Ms. Allison Friedman
	Ms. Kathleen Gentile – (arrived @ 7:02 pm)	Ms. Tara Martinez
	Ms. Joelle Nappi – (arrived @ 7:01 pm)	Ms. Africa Nelson

Absent: Mr. Kenneth Aitken

Also Dr. Joseph G. Majka, Superintendent of Schools

Present: Dr. Karen Jones, Assistant Superintendent Curriculum and Instruction  
Mr. Patrick DeGeorge, Assistant Superintendent of Business/Board Secretary  
Mr. Brian Walsh, Director of Personnel  
Mr. Dave Palumbo, Asst to the Assistant Superintendent of Business/Asst Board Secretary

**V. SUPERINTENDENT’S REPORT**

Dr. Majka was going to update the Board on the District website but instead he will wait until the next public meeting. Dr. Majka spoke about Mr. DeGeorge and thanked him for his dedication to the District and stated he will be a lifelong friend.

Ms. Esposito thanked Mr. DeGeorge for his service and presented him with a plaque. Mr. DeGeorge then spoke a few words and thanked the Board and his colleagues.

## VI. CURRICULUM AND INSTRUCTION

Dr. Jones reviewed the Curriculum and Instruction Agenda requesting that the Board take action this evening on Item A. The remainder of the items will be presented for action at the January 25, 2016 Regular Action Meeting.

A motion was made by Ms. Friedman and seconded by Ms. Martinez.

There were several questions from the Board regarding the Elevate Education program. Dr. Jones addressed the concerns.

A member of the Board inquired if the students from the M.O.S.T. program could get involved in the Elevate Education Program. Dr. Jones addressed the concern.

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

### B. OTHER

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the Matawan-Aberdeen Middle School's participation in the Elevate Education, Inc. pilot program from January, 2016 through June, 2016 for up to 140 middle school students. This pilot program will include professional development training for 140 students, as well as all middle school faculty/staff and families.

**Rationale:** Elevate Education is an international study skills provider that teaches everyday students how to use effective study skills, with the goal of improving their academic performance through the sustained adoption of effective study skills to help students develop proven and effective study habits. Elevate's mix of high-impact student, faculty and parent programs helps schools create an environment of best-practice, leading to lasting behavioral change for students. Before each workshop, Elevate creates a study profile of students to ensure the behaviors are tracked to measure the impact, and help faculty optimize their follow-up time. Elevate runs PD with faculty and families to ensure all students, teachers, and parents are speaking the same language of study skills, and faculty are equipped to build on the momentum achieved by Elevate presenters in the workshops.

**Cost:** \$2,370.00

**Account #:** 11-000-221-320-04-0000-0

(Includes 2 student workshops for up to 140 students, Faculty training, seminar, teacher resources and a Parent workshop)

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve *Elite Tutoring Academy* to administer a practice version of the new SAT to interested high school students in grades 9-11 on Saturday, February 6, 2016 to experience the design and content of the redesigned SAT for preparation and practice purposes only.

**Rationale:** Student participation in the practice SAT is optional. Each student that participates will receive an individual score report to analyze their performance.

**Cost:** No Cost to the District

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the revised K-12 Comprehensive Guidance and Academic Counseling Program Plan

**Rationale:** As required by N.J.A.C. 6A:8-3.2, school districts are required to implement a board-approved comprehensive guidance and academic counseling program for all students.

4. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve an overnight field trip for 24 students and 3 chaperones for the Varsity Baseball Team to attend pre-season baseball games in Arundel County, Maryland on March 10, 11, and 12, 2016.

**Rationale:** Providing this opportunity will enable our Student-Athletes and coaches to gain comradeship as a team and to improve their skills required for participating in the sport of baseball. The team is scheduled to compete in three scrimmages that they normally would not be able to play in if they were in New Jersey due to weather conditions in March. The athletes will be supervised by district staff. All costs including transportation will be covered by the students.

**Cost:** \$711.00 (3 substitutes, 2 days each) **Account #:** 11-190-100-320-11-0000-2

**C. SPECIAL SERVICES**

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve bedside instruction for the following students:

Student	Provider	Cost	Dates
158657	*Education Inc.	\$35.00/hour, 10 hours/week	12/09/2015 – 12/23/2015 (retroactive)
161967	*Education Inc.	\$35.00/hour, 10 hours/week	12/16/2015 – 12/30/2015 (retroactive)

\*Department of Education approved provider

**Cost:** NTE: \$3,500.00 **Account #:** 11-150-100-320-09-0000-0

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve Freehold Child Diagnostic Center, Inc. on an as need basis for the remainder for the 2015-2016 school year.

Type of Service	Cost
Psychiatric Evaluation by Psychiatrist	\$450.00 per evaluation – at office \$500.00 per evaluation – at school
Autism Diagnostic Evaluations (ADOS)	\$350.00 per hour
Psychiatric Evaluations – by Nurse	\$350.00 per evaluation
Emergency School Clearance	\$175.00 current patients \$450.00 new patients
Phone Consultations	\$75.00 every 15 minutes

**Rationale:** Various evaluations must be completed as per N.J.A.C 6A:14 based on individual student need.

**Cost:** NTE: \$3,000.00

**VII. PERSONNEL**

Mr. Walsh reviewed the Personnel Agenda requesting that the Board take action this evening on Action Items C.1. 2. and 3. The remainder of the items will be presented for action at the January 25, 2016 Regular Action Meeting.

A motion was moved by Ms. Gentile and seconded by Mr. Brittingham.

Mr. Walsh stated he handed out a walk-in with the three action items and the names in red for the extracurricular appointments.

A member of the Board asked if the resignation of the special education position will be filled by a candidate or a Source 4 Teacher placement. Mr. Walsh addressed the concern.

A member of the Board inquired if agenda item C4 is in line with the iRead program. Dr. Jones addressed the concern.

A member of the Board questioned if the additional staffing at Lloyd Road is going to supplement the Read 180 program. Dr. Jones and Dr. Majka addressed the concern.

A member of the Board stated they have to be careful when speaking about a student’s IEP which is an individual process for each child.

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

**A. RESIGNATION/RETIREMENTS**

- Policy: 4121.1 Individual Contracts Certificated Staff
- 4212.1 Individual Contracts Non-Certificated Staff

Name	LOC	Position	Reason	Date of Hire	Effective Dates
Mahoney, Meghan	ST	Elementary Teacher Special Education LLD Class	Resignation	09/01/2010	01/31/2016
Campbell-Hester, Paul	MA	Instructional Assistant BD Class	Rescission	12/14/2015	01/04/2016 (Retroactive)

**B. LEAVE OF ABSENCE**

- Policy: 4151 Attendance Patterns
- 4151.1 Personal Illness and Injury/Health and Hardship

Name	LOC	Position	Type Of Leave	With/W/O Pay	Effective Dates
Morillo, Debra	RD	School Librarian/Media Specialist	Personal Leave	Without Pay	12/16/2015 – 12/22/2015 & 01/05/2016 – 01/06/2016 & Half Day 01/08/2016 (Retroactive)
Dela Rosa Hona, Lara	CO	Transportation Assistant	Personal Leave	Without Pay	01/05/2016 Half Day (Retroactive)
Nazarian, Gloria	CO	Transportation Assistant	Personal Leave	Without Pay	01/19/2016 (Retroactive)

**C. APPOINTMENTS**

- Policy: 4111/4211 Recruiting, Selection and Hiring
- 4142/4242 Salary Checks and Deductions
- 4122 Substitute Teachers Student Teachers/Interns
- 4213/4214 Assignment/Transfer

**1. Appointments**

Name	LOC	Position	Step	Salary/Stipend	# Int	Replace Reason	Effective Dates
TBD	CO	Secretary 12 Month Transportation Department	TBD	TBD Pro-rated	TBD	Uriarte (Transfer)	TBD – 06/30/2016
TBD	ST	Elementary Teacher Special Education LLD Class	TBD	TBD Pro-rated	TBD	Mahoney (Resignation)	TBD – 06/30/2016

NOTE: The law on background checks requires ultimate clearance prior to any employment becoming final.

**2. College Student Observer/Teacher(s)**

Name	College	Cooperating Teacher and/or Administrator	School/Area
Kinsella, Kristen	Monmouth University	Feen, Kathy Decosta, Florence Grosso, Andrea	MA – School Counseling HS – School Counseling HS – School Counseling Internship January 2016 – June 2016
Reed, Michele	Monmouth University	Anderson, Sonali Ripple, Susan	CP – General Education Preschool CP – Special Education Preschool Student Teacher January 2016 – March 2016
Marsac, Jenna	Brookdale Community College	Fiorilli, Christina	MA – Mathematics Student Observer January 2016 – June 2016
Ratty, Michael	Brookdale Community College	Komito, Marc	HS – Mathematics Student Observer January 2016 – June 2016

**Rationale:** Student will be able to complete course work requirements toward degree and certification.

**Cost:** None

**Effective Date:** 2015/2016 School Year

**3. Mentor – 2015/2016 School Year**

Name	Subject	LOC
Bebel, Helen	Social Studies	MAMS

**Rationale:** To assist first-year teachers in the performance of their duties and adjustment to the challenges of their teaching assignment; reduce novice teacher attrition; improve the effectiveness of new teachers; and enhance knowledge of and strategies related to the CCSS to facilitate student achievement and growth, by implementing the Board Approved Mentoring Plan pursuant to NJAC 6A9B-8.

**Cost:** None to the District. Provisional Teacher assumes total responsibility for paying the Mentor Teacher

**Effective Date:** 2015/2016 School Year

**4. Curriculum and Instruction – Language Arts Committee Grades K-8**

Name	Position	Staff	Activity	Max Hours	Cost/ Hour	Total Cost	LOC
TBD	Language Arts Committee Grades K-8	20 (2 Teachers per Grade Level; 2 Literacy Coaches)	Review, develop and revise: curriculum, instructional resources and assessments for Language Arts Grades K-8	6 hours each	\$30	\$3,600	CO

**Account Number:** 11-000-221-104-04-40-2

**5. Chaperones – High School Graduation Ceremony June 2016**

	Last Name	First Name	Location
1	TBD	TBD	HS
2	TBD	TBD	HS
3	TBD	TBD	HS
4	TBD	TBD	HS
5	TBD	TBD	HS
6	TBD	TBD	HS
7	TBD	TBD	HS
8	TBD	TBD	HS
9	TBD	TBD	HS
10	TBD	TBD	HS
11	TBD	TBD	HS
12	TBD	TBD	HS
13	TBD	TBD	HS
14	TBD	TBD	HS
15	TBD	TBD	HS
16	TBD	TBD	HS
17	TBD	TBD	HS
18	TBD	TBD	HS
19	TBD	TBD	HS
20	TBD	TBD	HS
21	TBD	TBD	HS
22	TBD	TBD	HS
23	TBD	TBD	HS
24	TBD	TBD	HS
25	TBD	TBD	HS
26	TBD	TBD	HS

**Cost:** Three Hours (3) at \$25.00 per hour

**Account Number:** 11-421-100-178-11-0000-6

**Effective:** June 2016

**6. Extra-Curricular Activities**

Name	School	Activity	Position	2015/2016 Stipend	Effective Date
Kaylor, Arthur C. (Replacing: John Kaye)	HS	Baseball	Co-Assistant Coach	Step 1 \$2,545.00	2015/2016 School Year
Hughes, Susanne	MAMS	Intra-Mural Bowling	Coach	\$1,030.00	2015/2016 School Year

NOTE: The law on background checks requires ultimate clearance prior to any employment becoming final.

**7. Home Instruction**

ID No.	Subject/Class	LOC	Classroom Teacher	Home Instruction Teacher	Hours Per Week	No. of Weeks	Total No. of Hour Per Subject/Class	Effective Dates
155325	US History 2	HS	Walter, Cathleen	Kaiser, Heather	2	4	8	11/20/2015 – 12/23/2015 (Retroactive)
155325	Forensic Science	HS	Mingrone, Christopher	Milan, Gregory	2	4	8	11/20/2015 – 12/23/2015 (Retroactive)
155325	English 3	HS	Pisani, Laura	Paulus, Carolyn	2	4	8	11/20/2015 – 12/23/2015 (Retroactive)
155325	Pre-Calculus Honors	HS	Colburn, Kendra	Wynes, Nichole	2	4	8	11/20/2015 – 12/23/2015 (Retroactive)
154699	Economics 1	HS	Bloss, Justin	Bloss, Justin	2	5	10	11/18/2015 – 12/23/2015 (Retroactive) Change of Instructor Previously approved 12/14/2015
155929	English 2 Honors	HS	Castelli, Courtney	Castelli, Courtney	2	3	6	01/04/2016 – 01/22/2016 (Retroactive)
155929	US History 1 Honors	HS	Wegrzyn, Louise	Carnovsky, Robert	2	3	6	01/04/2016 – 01/22/2016 (Retroactive)
155963	Lab Chemistry	HS	Olechnowicz, Jeffrey	Milan, Gregory	2	3	6	12/01/2015 – 12/23/2015 (Retroactive)
155963	English 2	HS	Paulus, Carolyn	Paulus, Carolyn	2	3	6	12/01/2015 – 12/23/2015 (Retroactive)
155963	Geometry	HS	Kinneman, Katelyn	Wietecha, Corinne	2	3	6	12/01/2015 – 12/23/2015 (Retroactive)
155963	Us History 1	HS	Cassery, Kathleen	Carnovsky, Robert	2	3	6	12/01/2015 – 12/23/2015 (Retroactive)
161852	General Instruction	CP	Nicolaou, Tara	Digeronimo, Christine	2	5	10	01/04/2016-01/29/2016 (Retroactive)

ID No.	Subject/Class	LOC	Classroom Teacher	Home Instruction Teacher	Hours Per Week	No. of Weeks	Total No. of Hour Per Subject/Class	Effective Dates
161852	Occupational Therapy	CP	Bauer, Jennifer	Bauer, Jennifer	0.5	2	1	01/04/2016-01/29/2016 (Retroactive)

Account Number: 11-150-100-101-11-0000-1

**8. Volunteers – 2015/2016 School Year**

Name	Activity
Lehman, Carole	Reading Buddy - Cambridge Park
Hartigan, Christopher	HS - Wrestling
Tomkins, Nicholas	HS – Weight Room Lifting Coach
Di Mario, Joseph	MAMS - Wrestling
Antista, Maria	HS – Varsity Softball

NOTE: The law on background checks requires ultimate clearance prior to any employment becoming final.

**9. Staff Array Change – 2015/2016 School Year**

Name	From LOC/FTE	Assignment	To LOC/FTE	Assignment	Effective Date/Reason

**VIII. FINANCE/TRANSPORTATION**

Mr. DeGeorge reviewed the Finance/Transportation Agenda requesting that the Board take action this evening on Item A1. The remainder of the items will be presented for action at the January 25, 2016 Regular Action Meeting.

A motion was moved by Ms. Martinez and seconded by Ms. Nelson.

A member of the Board inquired if there could be an interpretive statement for each question on the referendum. Mr. DeGeorge addressed the concern.

A member of the Board asked if the District’s insurance rate goes up because of an accident. Mr. DeGeorge addressed the concern.

A member of the Board inquired if there will be a referendum and the related poll hours for the vote. Mr. DeGeorge addressed the concern.

A member of the Board asked about the difference in the amount of the bonds the District is going out for and the actual cost. Mr. DeGeorge addressed the concern.

A member of the Board asked about educating the public with regards to the referendum. Dr. Majka addressed the concern. The same Board member would like the Board to get an early copy of what is going to be presented to the public during the educational sessions in February. Dr. Majka and Mr. DeGeorge addressed the concern.

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

- 2. Payroll for December 2015 and Bills List for January 2016** (Available for review in Board Secretary’s Office)  
Policy #6470 Payment of Claims



<b>December 2015, Payroll</b>	\$3,455,284.37
<b>January 2016, Bills List</b>	\$
<b>TOTAL</b>	<b>\$</b>

**3. Transfer of Funds for December 2015** (Available for review in Board Secretary’s Office)  
 Policy # 6422 Budget Transfers

WHEREAS, N.J.A.C. 6A:23A-16.10(a)1 prohibits a district Board of Education from approving an encumbrance or expenditure that, when added to the total of existing encumbrances and expenditures, exceeds the amount appropriated by the district board of education in the applicable line item account established pursuant to N.J.A.C. 18A:22-8.1, and

WHEREAS, N.J.A.C. 6A:23A-16.10(c)1 requires presentation of a report showing all transfers between line item accounts at every regular district board of education meeting,

NOW, THEREFORE BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the report of line item transfers for **December 2015** as presented.

**4. S-1701 Reporting for December 2015**  
 Board Secretary Report for **December 2015**

BE IT RESOLVED, that the Report of the Secretary to the Board of Education and the Report of the Treasurer of School Monies for **December 2015**, which are in agreement, be accepted as submitted and attached to and made part of the minutes of this meeting.

BE IT FURTHER RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education, pursuant to N.J.A.C. 6A:23A-16.10(c)4, certify that as of **December 31, 2015**, after review of the Board Secretary’s monthly financial reports (appropriations section) and Treasurer’s Report, and upon consultation with appropriate district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

\_\_\_\_\_  
 Patrick S. DeGeorge  
 Board Secretary

January 25, 2016  
 Date

**5. Receipt of Bids and Award of Contract for Unit Ventilator SDA ROD Grant Projects – FVHD #4554 – Cliffwood Elementary School and FVHD #4555 Lloyd Road Elementary School; and non SDA Projects, FVHD #4745A – HVAC Upgrades at Locker Rooms at Matawan Regional High School; and FVHD #4746A – HVAC Upgrades at Locker Rooms at Matawan Aberdeen Middle School for the 2015-2016 School Year**

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education ( the “Board”) solicited bid proposals for SDA ROD Grant Projects FVHD #4554 and FVHD #4555 for the replacement of Unit Ventilators at Cliffwood Elementary School and Lloyd Road Elementary School for the 2015-2016 School year (the “Work”); and

WHEREAS, on March 10, 2015, bid proposals were received and publicly read: and

WHEREAS, on March 23, 2015 pursuant to an N.J.S.A. 18A:18A -22 (b), and upon recommendation by the Architect of Record Fraytak, Veisz, Hopkins, Duthie, PC and the Board Attorney, the Board of Education rejected all bids for the Work because the lowest bid substantially exceeded the appropriation.

WHEREAS, on December 14, 2015 the Board solicited re-bid proposals for FVHD #4554 and FVHD #4555; and bid proposals for FVHD #4745A - HVAC Upgrades at Locker Rooms at Matawan Regional High School and FVHD #4746A - Matawan Aberdeen Middle School for the 2015– 2016 school year (the “Work”)

WHEREAS, on January 14, 2016 the following bid proposals were received and publicly read;

**Contract # 1 – General Construction Work - Lloyd Road**

Base Bid	<b>TBD</b>
Alternate Bids:	
GC:1 - Cliffwood Elementary School	
GC:1A – Cliffwood Elementary (Casework)	
GC:2 – Matawan Regional High School	
GC:3 – Lloyd Road Elementary School (Casework)	
GC:4 – Lloyd Road Elementary School (Acoustical Ceiling Tile)	

**Contract #2 – HVAC Work - Lloyd Road**

Base Bid	<b>TBD</b>
Alternate Bids:	
M:1 - Cliffwood Elementary School	
M:2 – Matawan Regional High School	
M:3 – Matawan Aberdeen Middle School	

**Contract # 3 – Electrical Work - Lloyd Road**

Base Bid	<b>TBD</b>
Alternate Bids:	
E:1 - Cliffwood Elementary School	
E:2 – Matawan Regional High School	
E:3 – Matawan Aberdeen Middle School	

**Contract #4 – Combined Single Overall Contract - Lloyd Road**

Base Bid	<b>TBD</b>
Alternate Bids:	
GC:1 - Cliffwood Elementary School	
GC:1A – Cliffwood Elementary (Casework)	
GC:2 – Matawan Regional High School	
GC:3 – Lloyd Road Elementary School (Casework)	
GC:4 – Lloyd Road Elementary School (Acoustical Ceiling Tile)	
M:1 - Cliffwood Elementary School	
M:2 – Matawan Regional High School	
M:3 – Matawan Aberdeen Middle School	
E:1 - Cliffwood Elementary School	
E:2 – Matawan Regional High School	
E:3 – Matawan Aberdeen Middle School	

and

WHEREAS, after a full and comprehensive review of the project and the bids received, and upon recommendation by the Architect of Record, Fraytak, Veisz, Hopkins, Duthie PC and the Board Attorney. The lowest responsive and responsible bidder for the work is **TBD**.

NOW, THEREFORE BE IT RESOLVED, that the Board of Education hereby awards the Contract for Work in the above referenced values and amounts to TBD, with principal offices located at **TBD**.

BE IT FURTHER RESOLVED, that the District professional staff take any and all action necessary to effectuate the purpose of the Resolution.

**GAAP Account:**        **SDA Projects 30-000-400-450-60-0000-0 (Cliffwood)**  
                               **SDA Projects 30-000-400-450-70-0000-0 (Lloyd Road)**  
                               **Non-SDA Projects 12-000-400-450-11-0000-L**

**6. Approval of Purchase through Middlesex Regional Educational Services Commission for the 2015-2016 School Year**

In accordance with N.J.S.A. 18A:18A-10(a) and N.J.A.C. 5:34-7.29(c), the Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following purchase, in the following amount to be made through the Middlesex Regional Educational Services Commission Cooperative Pricing System.

<b>Vendor</b>	CDW-G
<b>MRESC Contract</b>	MRESC Co-Op Bid # 65MCESCCPS13/14-04
<b>Account</b>	11-190-100-610-07-0000-0
<b>Amount</b>	Not to Exceed \$10,000
<b>Description</b>	30 HP 14 Chromebooks and 1 Spectrum Cart for Lloyd Road Elementary School

**Rationale:** Chromebooks will be used by students in the classroom, as well as for PARCC testing. This cost was included in the 2015/2016 annual budget.

**7. Sale or Disposal of Assets**

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education deems the property listed below to be surplus property which is no longer useful for school purposes, and

WHEREAS, the value of said property is estimated to be as enumerated below,

THEREFORE, be it resolved that the Matawan-Aberdeen Regional School District Board of Education authorize the Business Administrator to offer the property for sale to other public entities without advertisement for bids in accordance with 18A:18A-45c-f.

<b>Item Description</b>	<b>Quantity</b>	<b>Estimated Value</b>
2005 Thomas Mintour 24 Passenger	1	\$1,200.00

**Rationale:** This van was involved in an accident and was deemed totaled by the district’s property and casualty insurance company. As such, it is unsafe for use in the transportation of students and must be disposed of.

**8. Approval of Purchase through Middlesex Regional Educational Services Commission for the 2015-2016 School Year**

In accordance with N.J.S.A. 18A:18A-10(a) and N.J.A.C. 5:34-7.29(c), the Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following purchase, in the following amount to be made through the Middlesex Regional Educational Services Commission Cooperative Pricing System.

<b>Vendor</b>	<b>TBD</b>
<b>MRESC Contract</b>	MRESC Co-Op Bid # <b>TBD</b>
<b>GAAP Account</b>	<b>TBD</b>
<b>Amount</b>	Not to Exceed \$ <b>TBD</b>
<b>Description</b>	<b>TBD-Replacement Van</b>

**Rationale:** The replacement cost provision in the district’s property and casualty insurance policy permits the district to purchase a new 24 passenger van at market value and with no cost to the district.

**9. Routine Business Travel 2015-2016**

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 for travel related to routine business for the 2015-2016 school year:

<b>Name</b>	<b>Position</b>	<b>Total</b>
Richard Oppegaard	Interim Director of Security	\$750

**10. Fire and Security Drills**

The following Fire and Security Drills occurred during December 2015:

<b>School Name</b>	<b>Security Drill Type</b>	<b>Date &amp; Time</b>
Cambridge Park Pre-school	Fire Drill	12/16/15 @ 1:27 pm
Cambridge Park Pre-school	Lockdown	12/3/15 @ 1:30 pm
Strathmore Elementary School	Fire Drill	12/3/15 @ 2:15 pm
Strathmore Elementary School	Lockdown	12/4/15 @ 11:30 am
Cliffwood Elementary School	Fire Drill	12/3/15 @ 2:45 pm
Cliffwood Elementary School	Lockdown	12/10/15 @ 2:50 pm
Lloyd Road Elementary School	Fire Drill	12/7/15 @ 9:55 am
Lloyd Road Elementary School	Lockdown	12/1/15 @ 1:55 pm
Matawan-Aberdeen Middle School	Fire Drill	12/4/15 @ 9:25 am
Matawan-Aberdeen Middle School	Lockdown	12/3/15 @ 12:17 pm
Ravine Drive Elementary School	Fire Drill	12/4/15 @ 1:55 pm
Ravine Drive Elementary School	Lockdown	12/7/15 @ 2:40 pm
Matawan Regional High School	Fire Drill	12/4/15 @ 12:37 pm
Matawan Regional High School	Lockdown	12/8/15 @ 9:15 am

**B. TRANSPORTATION**

**1. Award of Joint Transportation Routes for the 2015-2016 School Year**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following Joint Transportation Routes for the 2015-2016 school year with Matawan-Aberdeen Regional School District as the Joiner District.

RTE#	Destination	Host	Joiner	# of Days	Joiner Per Diem	Eff. Dates	Estimated Cost
V664	Career Center	MOESC	MARSD	114	\$71.40	12/21/2015-6/30/2016	\$8,139.60

**Rationale:** Route is required to transport Special Education student for 2015-2016 School year.

**IX. PUBLIC COMMENTS RELATING TO BOARD AGENDA ITEMS**

There were none.

**X. ACTION ON AGENDA ITEMS**

**CURRICULUM AND INSTRUCTION**

**A. TRAVEL - ACTION ITEM**

The following item was approved by a unanimous roll call vote. Ms. Esposito and Ms. Gentile abstained from their portion of the travel agenda.

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.

**PERSONNEL**

The following items were approved by a unanimous roll call vote.

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

**C. APPOINTMENTS - ACTION ITEM**

- Policy: 4111/4211 Recruiting, Selection and Hiring
- 4142/4242 Salary Checks and Deductions
- 4122 Substitute Teachers Student Teachers/Interns
- 4213/4214 Assignment/Transfer

**1. Appointment**

Name	LOC	Position	Step	Salary/Stipend	# Int	Replace Reason	Effective Dates
Boyce, Thomas	MA	Instructional Assistant BD Class	Step 1-2	\$18,680.00 + \$1,485.00 BA Stipend (\$20,165.00) Pro-rated	9	Campbell-Hester (Rescission)	TBD – 06/30/2016

**2. Extra-Curricular/Hourly Activities – ACTION ITEM**

Name	School	Activity	Position	2015/2016 Stipend	Effective Dates
Zimmer, Theresa	LR	Special Education Supplemental Reading Program	Teacher	\$35.00/Hour	TBD – 06/30/2016
Schueller, Melanie	LR	Special Education Supplemental Reading Program	Instructional Assistant	Hourly Per Diem Rate	TBD – 06/30/2016

**3. Other - ACTION ITEM**

**a. HIB Report**

The Superintendent recommends the approval of the Harassment, Intimidation and Bullying (HIB) report as reported during Executive Session of the Matawan Aberdeen Board of Education Meeting of December 14, 2015

Incidents Reported	Confirmed HIB Incidents
6	2

**FINANCE/TRANSPORTATION**

The following item was approved by a unanimous roll call vote.

**A. BUSINESS OPERATIONS**

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

**1. Resolution Providing for the Submission of Two Bond Proposals at the Special School Election on March 8, 2016 – ACTION ITEM**

BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT IN THE COUNTY OF MONMOUTH, NEW JERSEY (not less than a majority of the full membership of the Board concurring) AS FOLLOWS:

1. It is hereby determined that two bond proposals together with an interpretive statement will be submitted for voter approval at the special school election to be scheduled for March 8, 2016 between the hours of 5:00 p.m. and 9:00 p.m. The form of the proposals and the interpretive statement will read substantially as follows with such adjustments as may be provided by bond counsel:

**BOND PROPOSAL NO. 1**

The Board of Education of the Matawan-Aberdeen Regional School District in the County of Monmouth, New Jersey is authorized: (a) to undertake various improvements and replacements of the heating, ventilating and air conditioning

(also known as “HVAC”) systems at the Cambridge Park Elementary School, the Cliffwood Avenue Elementary School, the Matawan Regional High School, the Lloyd Road Elementary School, the Matawan-Aberdeen Middle School, the Ravine Drive Elementary School and the Strathmore Elementary School; (b) to acquire the necessary equipment and undertake any associated site work; (c) to appropriate \$13,400,000 for such improvements; and (d) to issue bonds of the School District in the principal amount of \$13,400,000.

The final eligible costs of the improvements approved by the Commissioner of Education are \$13,400,000, consisting of \$852,000 for the Cambridge Park Elementary School, \$1,280,000 for the Cliffwood Avenue Elementary School, \$1,911,000 for the Matawan Regional High School, \$2,094,000 for the Lloyd Road Elementary School, \$2,640,000 for the Matawan-Aberdeen Middle School, \$2,045,000 for the Ravine Drive Elementary School and \$2,578,000 for the Strathmore Elementary School. The proposed improvements include \$0 for school construction elements in addition to the facilities efficiency standards developed by the Commissioner of Education or not otherwise eligible for State support pursuant to N.J.S.A. 18A:7G-5(g). The State debt service aid percentage will equal 40% of the annual debt service due with respect to the final eligible costs of the projects. The Board of Education is authorized to transfer funds among the projects approved at this special election.

### **BOND PROPOSAL NO. 2**

**(Bond Proposal No. 2 will only go into effect if Bond Proposal No. 1 is also approved by the voters.)**

The Board of Education of the Matawan-Aberdeen Regional School District in the County of Monmouth, New Jersey is authorized: (a) to undertake additional improvements and replacements to the heating, ventilating and air conditioning (also known as “HVAC”) systems at the Cambridge Park Elementary School, the Cliffwood Avenue Elementary School, the Matawan Regional High School, the Lloyd Road Elementary School, the Matawan-Aberdeen Middle School, the Ravine Drive Elementary School and the Strathmore Elementary School; (b) to acquire the necessary equipment and undertake any associated site work; (c) to appropriate \$6,456,000 for such improvements; and (d) to issue bonds of the School District in the principal amount of \$6,456,000.

The final eligible costs of the improvements approved by the Commissioner of Education are \$6,456,000, consisting of \$1,098,000 for the Cambridge Park Elementary School, \$275,000 for the Cliffwood Avenue Elementary School, \$1,488,000 for the Matawan Regional High School, \$808,000 for the Lloyd Road Elementary School, \$1,855,000 for the Matawan-Aberdeen Middle School, \$514,000 for the Ravine Drive Elementary School and \$418,000 for the Strathmore Elementary School. The proposed improvements include \$0 for school construction elements in addition to the facilities efficiency standards developed by the Commissioner of Education or not otherwise eligible for State support pursuant to N.J.S.A. 18A:7G-5(g). The State debt service aid percentage will equal 40% of the annual debt service due with respect to the final eligible costs of the projects. The Board of Education is authorized to transfer funds among the projects approved at this special election.

### **INTERPRETIVE STATEMENT**

If both *Bond Proposals* are approved, the total cost of the improvements will be \$19,856,000 and will be financed with School District bonds in the amount of \$19,856,000. The final eligible costs of the improvements approved by the New Jersey Commissioner of Education for both *Bond Proposals* are \$19,856,000, consisting of \$1,950,000 for the Cambridge Park Elementary School, \$1,555,000 for the Cliffwood Avenue Elementary School, \$3,399,000 for the Matawan Regional High School, \$2,902,000 for the Lloyd Road Elementary School, \$4,495,000 for the Matawan-Aberdeen Middle School, \$2,559,000 for the Ravine Drive Elementary School and \$2,996,000 for the Strathmore Elementary School. The proposed improvements include \$0 for school construction elements in addition to the facilities efficiency standards developed by the Commissioner of Education or not otherwise eligible for State support pursuant to N.J.S.A. 18A:7G-5(g). The State debt service aid percentage will equal 40% of the annual debt service due with respect to the final eligible costs of the projects.

2. The bond proposals in Section 1 are hereby approved and, subject to the approval of the legal voters of the school district, the Board of Education hereby determines to carry out the projects described therein (the “Projects”). After the adoption of this resolution, the Assistant Superintendent for Business/Board Secretary, with the advice and assistance of bond counsel, is hereby authorized to modify the wording of the bond proposals in order to conform to the school laws.

3. The Board of Education hereby acknowledges and confirms that in accordance with N.J.S.A. 18A:24-16 and 18A:24-17 a supplemental debt statement has been prepared by the chief financial officers of the municipalities that comprise the Matawan-Aberdeen Regional School District, consisting of the Borough of Matawan and the Township of Aberdeen (the “Constituent Municipalities”). Such supplemental debt statements shall consider the proposed authorization of bonds of the school district in the maximum amount of bonds authorized in the bond proposals. The supplemental debt statements have been filed in the offices of the clerks of the Constituent Municipalities and in the office of the Assistant Superintendent for Business/Board Secretary of this Board of Education prior to the final adoption of the bond proposals and will be filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs prior to the date of the special election.

4. The Assistant Superintendent for Business/Board Secretary is hereby authorized and directed to send a certified copy of the bond proposals together with the interpretive statement to the County Clerk as required by N.J.S.A. 19:60-2.

5. The Board of Education acknowledges receipt of the preliminary eligible cost letters from the New Jersey Department of Education (the “Department”) with respect to the Projects. The Board of Education hereby elects to receive debt service aid under the *Educational Facilities Construction and Financing Act*, P.L. 2000, c. 72, effective July 18, 2000 (the “Act”). The Board of Education further determines to accept the preliminary eligible costs determined by the Department as final eligible costs and not to appeal the determination of preliminary eligible costs. The Assistant Superintendent for Business/Board Secretary is authorized to notify the Department of the Board of Education’s election with respect to the eligible costs and the election to receive debt service aid.

6. The educational plans and the schematic plans for the construction of the Projects have heretofore been approved by this Board of Education, and such approval is hereby reconfirmed.

7. The Board President, the Superintendent of Schools, the Assistant Superintendent for Business/Board Secretary, the project architect, bond counsel and other appropriate representatives of the Board (the “Board Representatives”) have heretofore been authorized, and such authorization is hereby reconfirmed, to submit the educational plans and the schematic plans for the Projects, together with such other information as may be required, to the Department for approval and, if necessary, make any required amendment to the long-range facilities plan, in accordance with the requirements of the Act and N.J.A.C. 6A:26-3.2.

8. If necessary, the Board Representatives have heretofore further been authorized and directed to submit the schematic plans and any other required information to the Planning Board for review and comment, and such authorization and direction is hereby reconfirmed.

9. Fraytak Veisz Hopkins Duthie, P.C., the School District’s appointed architect for the Projects (the “Project Architect”), has heretofore been authorized and delegated the responsibility to prepare the plans and specifications for the Projects in consultation with and under the supervision of the Assistant Superintendent for Business/Board Secretary, who has heretofore been delegated the responsibility to work with the Project Architect for this purpose on behalf of the Board of Education, and such authorizations and delegations are hereby reconfirmed and ratified, all in accordance with the requirements of N.J.S.A. 18A:18A-16.

10. The Board of Education representatives are hereby authorized to take all steps necessary to implement this resolution. The Assistant Superintendent for Business/Board Secretary is further authorized and directed to request the Monmouth County Clerk, the Monmouth County Board of Elections, the Monmouth County Superintendent of Elections, and the clerks of the Constituent Municipalities, as applicable, to include the bond proposals in the School District’s special school election on March 8, 2016, and the Assistant Superintendent for Business/Board Secretary is authorized to act on behalf of the Board to make such determinations required of the Board for the conduct of the election.



**XI. UNFINISHED BUSINESS**

There is none.

**XII. NEW BUSINESS**

Several members of the Board stated how great the Middle School chorus concert was last week.

A member of the board stated that this Saturday at the Middle School there will be a Martin Luther King celebration.

A member of the Board stated that she likes the new District website. Dr. Jones addressed the comment.

A member of the Board stated she was “on the fence” regarding the website because it is difficult to find information. Dr. Majka addressed the concern.

A member of the Board likes the fact that she can now get to the District’s website on her phone.

A member of the Board stated she would like to get the robocalls again with information of what is happening in the District.

**XIII. PUBLIC COMMENTS RELATING TO ADDITIONAL MATTERS**

There were none.

**XIV. EXECUTIVE SESSION**

Be It Resolved, that a closed session be convened for the purpose of Confidential Student Matters – HIB Reports. The subject matter of this discussion will be disclosed to the public when the reason for confidentiality subsides. Although the Board cannot guarantee it, the length of the Executive Session is estimated to be 15 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action may take place.

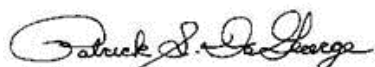
It was moved by Ms. Gentile, seconded by Ms. Martinez that the Board convene in Executive Session and approved by a unanimous voice vote at 7:38 pm.

The Board returned to Open Session at 7:49 pm.

**XV. ADJOURNMENT**

On a motion by Ms. Nappi, seconded by Ms. Martinez and a unanimous roll call vote the Board adjourned the meeting at 7:50 pm.

Respectfully submitted,



Patrick S. DeGeorge  
Assistant Superintendent for Business/Board Secretary

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT**  
**BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING**  
**January 11, 2016**

*Curriculum and Instruction Attachment #1*

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS/MISC.	TOTAL	SUB YES/NO
Bauer, Lisa	CL	1/14/2016	Thomas Bowe School Glassboro, NJ	Gifted & Talented PLC Meeting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Danback, Barbara	RD	1/14/2016	Brookdale Community College Lincroft, NJ	Center for Holocaust, Human Rights & Genocide Education 2016 Teacher Workshop FACING RACISM	\$20.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00*	NO
Sibilia, Debra	HS	1/20/2016	Middlesex Community College Edison, NJ	Transition Coordinators Network of New Jersey	\$0.00	\$11.40*	\$0.00	\$0.00	\$0.00	\$11.40*	NO
Bauer, Lisa	CL	1/22/2016	Freehold Twp. Schools Freehold, NJ	Monmouth County G&T Meeting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
McKurth, Daryl	MS	1/26/2016	Middlesex Community College Edison, NJ	Rutgers University SCTP Training #2	\$0.00	\$8.62*	\$0.00	\$0.00	\$0.00	\$8.62*	NO
Bombardier, John	CO	1/28/2016 1/29/2016	Harrahs Atlantic City, NJ	New Jersey Association of School Administrators TECHSPO 2016	\$420.00*	\$49.66*	\$40.00*	\$97.00*	\$96.00*	\$702.66	NO
Dugal, Kevin	CO	1/28/2016 1/29/2016	Harrahs Atlantic City, NJ	New Jersey Association of School Administrators TECHSPO 2016	\$420.00***	\$78.12***	\$40.00***	\$0.00	\$0.00	\$538.12***	NO
Irons, Mark	CO	1/28/2016	Harrahs Atlantic City, NJ	New Jersey Association of School Administrators TECHSPO 2016	\$270.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$270.00*	NO
Grosso, Cheryl	CP	1/28/2016	NJDOE Trenton, NJ	Improving the Preschool Classroom Environment for Young Children with Disabilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	YES
DuBrosky, Wenona	ST	1/29/2016	EIRC Mullica Hill, NJ	EIRC Integrating STEM in your K-5 Classrooms	\$149.00*	\$38.44*	\$0.00	\$0.00	\$0.00	\$187.44*	YES

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING  
January 11, 2016**

*Curriculum and Instruction Attachment #1*

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS/MISC.	TOTAL	SUB YES/NO
Orr, Daisy	LR	1/29/2016	EIRC Mullica Hill, NJ	EIRC Integrating STEM in your K-5 Classrooms	\$149.00*	\$60.45*	\$0.00	\$0.00	\$0.00	\$209.45*	YES
Kish, Sheryl	HS	2/4/2016	EIRC Mullica Hill, NJ	EIRC Strengthen Your Questioning Skills	\$149.00*	\$37.20*	\$7.20*	\$0.00	\$0.00	\$193.40*	YES
Zimmer, Theresa	LR	2/4/2016	EIRC Mullica Hill, NJ	EIRC Strengthen Your Questioning Skills	\$149.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$149.00*	YES
Notaro, Blair	MS	2/10/2016	New Jersey State Bar Foundation New Brunswick, NJ	Conflict Resolution Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	NO
Bauer, Jennifer	CP	2/10/2016	Cherry Hill, NJ	Practical Sensory Motor Strategies to Help Occupational Therapists & Physical Therapists Support Student Success	\$239.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$239.00*	NO
Six, Lauren	CL	2/10/2016	Cherry Hill, NJ	Practical Sensory Motor Strategies to Help Occupational Therapists & Physical Therapists Support Student Success	\$239.00*	\$44.39*	\$10.00*	\$0.00	\$0.00	\$293.39*	NO
Esposito, Anissa	CO	2/24/2016	Renaissance Hotel Iselin, NJ	New Jersey School Board Association The All-New 2016 School Law Conference	\$220.00**	\$6.88**	\$0.00	\$0.00	\$0.00	\$226.88*	NO
Gentile, Kathy	CO	2/24/2016	Renaissance Hotel Iselin, NJ	New Jersey School Board Association The All-New 2016 School Law Conference	\$220.00**	\$7.06**	\$0.00	\$0.00	\$0.00	\$227.06**	NO
Jones, Karen	CO	3/9/2016	FEA Conference Center Monroe Twp., NJ	NJPSA 2016 AASA, NJASA, FEA Women's Leadership Conference	\$174.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$174.00*	NO

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
 BOARD OF EDUCATION COMMITTEE OF THE WHOLE MEETING  
 January 11, 2016**

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS/MISC.	TOTAL	SUB YES/NO
Ruscavage, Michele	HS	3/9/2016	FEA Conference Center Monroe Twp., NJ	NJPSA 2016 AASA, NJASA, FEA Women's Leadership Conference	\$174.00*	\$10.35*	\$0.00	\$0.00	\$0.00	\$184.35*	NO
Jones, Karen	CO	5/25/2016	Georgian Court University Lakewood, NJ	Garden State Summit Google for Education	\$175.00*	\$0.00	\$0.00	\$0.00	\$0.00	\$175.00*	NO
									<b>TOTAL</b>	<b>\$3,809.77</b>	
*Amount being charged to Account #11-000-223-580-04-0000-0											
**Amount being charged to Account #11-000-230-585-11-0000-0											
***Amount being charged to Account #11-000-251-580-11-0000-0											
Substitutes costs will vary as follows: BA with Certification - \$118.50 per day; BA only - \$104.56 per day, NTE: \$592.50											
REQUIRED ESTIMATES TO ABIDE BY LAW AND POLICY. ALL AMOUNTS ARE NOT TO EXCEED.											