

**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.

**ACTION MEETING** on March 21, 2016, Cambridge Park Elementary School, 1 Crest Way, Aberdeen, NJ.

**I. CALL TO ORDER**

President, Ms. Esposito called the Regular Action Meeting to order at 7:03 pm.

**II. PLEDGE OF ALLEGIANCE**

The following students led the Board in the Pledge of Allegiance:

Griffin Bello, Maggie Bello, Alex Guitierrez, Ibn Jackson, Sugandhana Krishnakumar, Jack Magaddino, Jennifer Reyes and Olivia Roperto.

**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  
Mr. Kenneth Aitken  
Ms. Joelle Nappi  
Dr. Jeff Delaney - Vice President  
Mr. Weymouth Brittingham

Absent: Ms. Allison Friedman, Ms. Kathleen Gentile, Ms. Tara Martinez, Ms. Africa Nelson

Also Dr. Joseph Majka, Superintendent of Schools

Present: Dr. Karen Jones, Assistant Superintendent Curriculum and Instruction  
Mr. Thomas M. Venanzi, Interim School Business Administrator/Board Secretary  
Mr. Brian Walsh, Director of Personnel  
Ms. Nelyda Perez, Director of Special Services  
Mr. Dave Palumbo, Asst. to the Interim School Business Administrator/Asst. Board Secretary  
Mr. David Rubin, Board Attorney

**V. MINUTES**

It was moved by Ms. Nappi seconded by Mr. Brittingham and approved by a unanimous roll call vote to approve the following minutes.

Minutes of February 22, 2016, Regular Action Meeting  
Minutes of February 22, 2016, Executive Session

**VI. BOARD PRESIDENT’S REPORT**

Ms. Esposito is happy to see the bright happy faces at the meeting tonight. Also, she commented that the STEM students received the Biological 3D printer on Saturday. She thanked the Education Foundation for its hard work in getting the printer in the district.

**VII. SUPERINTENDENT’S REPORT**

Superintendent of Schools, Dr. Majka made the following statements:

Mr. Spells, Principal of Cambridge Park was introduced and came up to the podium to present the Cambridge Park highlights and recognitions. He recognized the following eight students; Maggie Bello, Griffin Bello, Alex Guitierrez, Ibn Jackson, Sugandhana Krishnakumar, Jack Magaddino, Jennifer Reyes and Olivia Roperto.

Mr. Spells also recognized student teacher, Michelle Reed along with Teacher of the Year Sonali Anderson and the Educational Professional of the Year, Jackie Kruzik.

Dr. Majka and Ms. Ulrich recognized a donation from the Cliffwood PTO which was \$5,000 worth of chrome books.

Mr. Bombardier came up to the podium and stated that two representatives from Houghton Mifflin were going to review the mid-year gains with the iRead, System 44 and READ 180 programs. Mr. Howe, Senior Vice President of Data Analysis at Houghton Mifflin reviewed the gains through a power point presentation.

A member of the Board inquired if the student performance at the 3<sup>rd</sup> grade level was based on the lexile scale. Mr. Howe addressed the concern.

A member of the Board asked about what the difference is between the phonics inventory and reading inventory. Mr. Howe addressed the concern.

Mr. Walsh reviewed the EVVRS and HIB reports statistics from July 1, 2015 through December 31, 2015. These reports must be presented to the Board twice each year. The EVVRS had 12 incidents of violence, including 6 cases of Harassment Intimidation and Bullying (HIB). This figure is down 10 incidents from the first reporting cycle during the 2014-2015 school year. There were 4 weapons cases and 1 case of vandalism. There were also 4 cases of substance abuse which is equal to last year. With regards to HIB there were 26 investigations with 6 confirmed cases of HIB. The HIB figures represent roughly half the numbers from 2014-2015.

**VIII. STUDENT REPRESENTATIVE’S REPORT**

The student representative, Adam Elliot made the following statements:

The Cambridge School community is excited for phase one of the playground project.

Ravine Drive has their STEAM art show coming up soon.

Tomorrow night at Strathmore Elementary will be the 3<sup>rd</sup> grade Luigi's night. The students of the Middle School with the help of Ms. Hillyer made it to the second round of the science competition.

The new STEM 3D Biological printer was presented to the High School on Saturday. He also thanked everyone who attended "Footloose" this past weekend.

**IX. CURRICULUM AND INSTRUCTION**

Dr. Jones reviewed the Curriculum and Instruction Agenda on which the Board would take action. Ms. Perez discussed the walk-in item for Special Services.

A motion was moved by Ms. Nappi and seconded by Mr. Aitken.

**X. PERSONNEL**

Mr. Walsh reviewed the Personnel Agenda on which the Board would take action.

A motion was moved by Mr. Aitken and seconded by Dr. Delaney.

A member of the Board stated she was saddened to see Mr. Vina retiring.

**XI. POLICY**

Mr. Walsh reviewed the Policy Agenda on which the Board would take action.

A motion was moved by Dr. Delaney and seconded by Mr. Aitken.

**XII. FINANCE/TRANSPORTATION**

Mr. Venanzi reviewed the Finance/Transportation Agenda on which the Board would take action.

A motion was moved by Dr. Delaney and seconded by Mr. Aitken.

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

There were none.

**XIV. ACTION ON AGENDA ITEMS**

**CURRICULUM AND INSTRUCTION**

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

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

**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. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the amended 2015-2016 school calendar to reflect the following: **(Curriculum & Instruction Attachment #2)**

- 4 hour session on June 3, 2016 for Cambridge Park Preschool. This will allow for pre-school students and parents to attend the dedication ceremony for the new playground which will be taking place on June 3, 2016.
- 4 hour session on June 16, 17, 20, and 21 for high school students only for finals.
- If no emergency cancellations are needed the last day of school for students and staff will be June 23, 2016.

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approved the attached 2016-2017 Staff Holiday Schedule. **(Curriculum & Instruction Attachment #3)**

## C. SPECIAL SERVICES

1. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following vendors on an as need basis for the remainder for 2015 – 2016 school year:

<b>Provider</b>	<b>Type of Service</b>	<b>Cost</b>
Morris Psychological Group Dr. Dan DaSilva 50 Cherry Hill Road, Suite 305 Parsippany, NJ 07054	Neuropsychological Evaluation On-site observation Travel fee Records review	\$2,750.00 \$275.00 \$200.00 \$275.00
Coastal Neuropsychology Dr. Joseph Conroy 27 Beach Road, Suite Co-6 Monmouth Beach, NJ 07750	Comprehensive Neuropsychological Assessment Comprehensive Psychological Assessment	\$2,750.00 \$1,500.00

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

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

**Account #:** 11-150-100-320-09-0000-0

2. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following community based instruction (CBI) for the 2015-2016 school year:

<b>School</b>	<b>Trip</b>	<b>Total Cost</b>
High School	Freehold Mall	\$0.00
MAMS	Jenkinson's Aquarium	\$226.00
High School	Monster Golf	\$147.00
MAMS	Liberty Science Center	\$302.25

**Rationale:** Community Based Instruction is an effective instructional method for teaching, in real life settings, under the supervision of educators. Teaching students outside of the classroom exposing them to a variety of different experiences and setting can help achieve specific IEP related goals and objectives.

**Account#:** 11-214-100-890-09-0000-0

3. The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education approve the following vendors on an as need basis for the remainder for the 2015 – 2016 school year:

Provider	Type of Service	Cost
Dr. Kelly Wilder- Willis, Ph.D. 621 Shrewsbury Avenue Suite 243 Shrewsbury, NJ 07701	Neuropsychological Evaluation (Full Battery)	\$2,700.00
	Neuropsychological Evaluation	\$1,900.00
	Individual Batteries	\$200.00
		/hour

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

**Cost:** NTE: \$6,000.00

**Account #:** 11-150-100-320-09-0000-0

**PERSONNEL**

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

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
Vina, William H. Jr.	HS	Teacher of Special Education	Retirement	09/02/2008	09/01/2016

**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
Winchel, Wendy	ST	Elementary Teacher	Personal Leave	Without Pay	04/12/2016 – 04/13/2016
Cupano, Kayla	HS	Instructional Assistant	Medical Leave	With Pay	02/24/2016 – 02/26/2016 (Retroactive)
			Medical Leave	Without Pay	02/29/2016 – 03/02/2016
Brubaker, Mark	HS	Teacher of Special Education	Personal Leave	Without Pay	04/27/2016 – 05/02/2016
Morillo, Deborah	RD	Educational Media Specialist/Computer Literacy	Personal Leave	Without Pay	03/07/2016 PM only - 03/09/2016
Weissman, Michael	CO	Computer Technician	Personal Leave	Without Pay	03/10/2016 (Half Day) 03/11/2016 (Retroactive)

Name	LOC	Position	Type of Leave	With/W/O Pay	Effective Dates
Groody, Ann	CO	Secretary 12 Months Transportation	Personal Leave	Without Pay	03/14/2016 – 03/24/2016 (Retroactive)
Gregg, Jennifer	MA	Teacher of English	Personal Leave	Without Pay	03/17/2016 (Retroactive)
Baumert, Deana	MA	Teacher of Special Education	Sabbatical Leave	50% Pay Per MRTA Contract	09/01/2016 – 06/30/2017

**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. Extra-Curricular/Hourly Activities – 2015/2016**

Name	School	Activity	Position	2015/2016 Stipend	Effective Dates
Norwood, Janice	District	Substitute Instructional Assistant (Special Education) for After-School Programs	Instructional Assistant	Hourly Per Diem Rate	TBD – 06/30/2016

**2. Title 1 – Supplemental Reading Program – Lloyd Road Elementary School 2015/2016**

Name	Position	Activity	Max Hours	Cost/Hour	Total Cost	Loc
McCormick, Rebecca Substitute Teachers	Lloyd Road Read 180 Title 1 Supplemental Reading Program Teachers	Substitute Teachers for the Read Title 1 Supplemental Reading Program at Lloyd Road Elementary School.	As Needed	\$35/Hr.	\$4,270 (Entire Program)	LR

Account # 20-231-100-101-11-0000-1

**3. Spanish Translator – 2015/2016 Additional Positions**

Name	Position	Activity	Max Hours	Cost/Hour	Total Cost	Loc
Garrett, Caroline Ogurek, Mayra	Spanish Translator	Translate as needed for CST, IEP Meetings, Back-to-School Night, Parent Conferences, etc.	As Needed Basis	\$30.00	As Needed Basis	District Wide

Account #11-421-100-178-11-0000-6

**4. College Student Observer/Teacher(s) 2015/2016**

Name	College	Cooperating Teacher and/or Administrator	School/Area
Norman, Jessica	West Chester University	Hillyer, Patricia Wietecha, Corinne	MA – Science MA – Math Student Observer March 2016
Stepien, Conrad	Rutgers University	Miller, David	MA – Social Studies Student Observer March 22, 2016 – June 23, 2016

Rationale: Student will be able to complete course work requirements toward degree and certification.  
 Cost: None Effective Date: 2015/2016 School Year

### 5. Summer Theatre – 2015/2016

Name	Position	MRTA Stipend
Viel, Linda	Director/Coordinator	\$6,510.00
Wells, Gerard	Director	\$5,850.00
Mosely-Aviles, Remoh	Musical Director	\$3,300.00
McCulloch, Daniel	Vocal Director	\$3,260.00
Decosta, Florence	Production Design/Construction	\$3,970.00
Hebding, Evelyn	Production Assistant	\$1,460.00
Scola, Toni Marie	Choreographer	\$2,940.00
Tirone, Samantha	Choreographer	\$2,940.00
Leeman, Patrick	Technical Director	\$2,550.00

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

Effective: June – July – August 2016

Account #60-990-100-100-11-0000-1

### 6. School Website Enhancement Committee – 2015/2016

Name	Position	Activity	Max Hours	Cost/ Hour	Total Cost	Loc
Iron, Mark Gross, Zachary Baumert, Deana Weinstein, Bonnie Lenihan, Christine Hausmann, Kathryn Pappas, Alyssa Rocco, Sandra	Coach HS Teacher MA Teacher LR Teacher RD Teacher ST Teacher CL Teacher CP Teacher	Teachers to develop a plan for enhancing the school and district website with the goal of having more interactive links and information for the school community	64 (8 hours each)	\$30.00/ Hour	\$1,920	CO

Account # 20-270-200-101-11-0000-0

### 7. Chaperones – Matawan Aberdeen Middle School Graduation Ceremony – June 2016

	Last Name	First Name
1	Bebel	Helen
2	Cahill	Laura
3	Dansky	Samantha
4	Festa	Grace
5	Freshnock	Lauren
6	Lemma	Cheryl
7	Lorefice	Lindsey
8	Maltese	Kerri
9	Scheuing	James
10	Schnakenberg	Paula
11	Scheuller	Melanie
12	Sobieski	Cynthia
13	Spafford	Dana
14	Tarrazi	Dylan
15	Towle	Catherine
16	Vasilenko	Nicholas
17	Wangen	Georgette

	<b>Last Name</b>	<b>First Name</b>
18	Wietecha	Corinne

Cost: \$25.00/Hour – Up to 3 Hours  
 Effective: June 2016  
 Account # 11-421-100-178-11-0000-5

**8. Nurse – Matawan Aberdeen Middle School Graduation Ceremony – June 2016**

<b>Name</b>	<b>Activity</b>	<b>Cost/Hours Effective</b>
Nestor, Susan	Nurse Middle School Graduation	\$40.00/Hour 3 Hours June 2016

Effective: June 2016  
 Account #11-000-213-104-11-0000-9

**9. Curriculum & Instruction – Curriculum Revisions**

<b>Name</b>	<b>Position</b>	<b>Staff</b>	<b>Activity</b>	<b>Max Hours</b>	<b>Cost/ Hour</b>	<b>Total Cost</b>	<b>Loc</b>
a) Mingrone, Christopher B) Mingrone, Christopher C) Mingrone, Christopher D) Mingrone, Christopher	HS Science-Existing Half Year Course Revisions  a) Environmental Science b) Forensic Science c) Meteorology d) Astronomy	4	Revise curriculum and pacing guide to align with the Next Generation Science Standards (NGSS) using Rubicon Atlas Curriculum Mapping Software	40  (10 Hours per course)	\$30	\$1,200	CO
a) Mingrone, Christopher	HS Science-New Course  a) Geophysical Science	1	Create curriculum and pacing guide aligned with the Next Generation Science Standards (NGSS) using Rubicon Atlas Curriculum Mapping Software	30 Hours	\$30	\$900	CO
a) Aprilante, Tara	HS Visual & Performing Arts  a) AP Art Studio 1	1	Create curriculum and pacing guide using UBD format using Rubicon Atlas Curriculum Mapping Software	15 Hours	\$30	\$450	CO

Rationale: Fulfills the requirement by the NJDOE to align all middle and high school science curricular to the NGSS by September 2016. Teachers have been receiving ongoing professional development to support the transition to these new standards prior to beginning the curriculum revision process. The approval of hours for MS and HS curriculum writing will allow the district to begin the curriculum revision process prior to the summer when many staff have vacations and other obligations planned. This will also allow curriculum designers ample time to elicit feedback from colleges who may not be available in the summer months. The hours for MS and HS science curriculum writing were budgeted through C & I for the 2015-2016 school year.  
 Account Number: 11-000-221-104-04-0000-2

**10. Home Instruction**

<b>ID No.</b>	<b>Subject/Class</b>	<b>Loc</b>	<b>Classroom Teacher</b>	<b>Home Instruction Teacher</b>	<b>Hours Per Week</b>	<b>No. of Weeks</b>	<b>Total No. of Hour Per Subject/Class</b>	<b>Effective Dates</b>
155963	Lab Chemistry	HS	Olechnowicz, Jeffrey	Milan, Gregory	2	5	10	02/01/2016 – 03/08/2016 (Retroactive) Additional Hours
155963	English 2	HS	Paulus, Carolyn	Larsen, Laura	2	5	10	02/01/2016 – 03/08/2016 (Retroactive) Additional Hours
155963	Geometry	HS	Kinneman, Katelyn	Wietecha, Corinne	2	5	10	02/01/2016 – 03/08/2016 (Retroactive) Additional Hours



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
155963	US History 1	HS	Casserly, Kathleen	Carnovsky, Robert	2	5	10	02/01/2016 – 03/08/2016 (Retroactive) Additional Hours
156094	Algebra 1	HS	Goldberg, Deborah	Goldberg, Deborah	2	7	14	02/01/2016 – 03/24/2016 (Retroactive)
156094	World Cultures	HS	Harrington, Meghan	Carnovsky, Robert	2	7	14	02/01/2016 – 03/24/2016 (Retroactive)
156094	Lab Biology	HS	Turley, Rose-Marie	Borchers, Sheri	2	7	14	02/01/2016 – 03/24/2016 (Retroactive)
156094	English 1	HS	Turner, Sam	Castelli, Courtney	2	7	14	02/01/2016 – 03/24/2016 (Retroactive)
156094	French 1	HS	Blodgett, Madeleine	Blodgett, Madeleine	2	7	14	02/01/2016 – 03/24/2016 (Retroactive)
159624	ELA/SS	LR	Moore, Ryan	Longo, Andrea	4	4	16	03/03/2016 – 03/31/2016 (Retroactive)
159624	Science	LR	Moore, Ryan	Longo, Andrea	2	4	8	03/03/2016 – 03/31/2016 (Retroactive)
159624	Math	LR	Moore, Ryan	Longo, Andrea	2	4	8	03/03/2016 – 03/31/2016 (Retroactive)
158377	ELA/SS	LR	Peterson, Ellen	Longo, Andrea	2	4	8	03/05/2016 – 04/05/2016 (Retroactive)
158377	Math	LR	Firestine-Smith, Aimee	Longo, Andrea	2	4	8	03/05/2016 – 04/05/2016 (Retroactive)
158377	Science	LR	Firestine-Smith, Aimee	Longo, Andrea	2	4	8	03/05/2016 – 04/05/2016 (Retroactive)
159637	Lab Biology	HS	Turley, Rose-Marie	Milan, Gregory	2	4	8	01/04/2016 – 01/29/2016 (Retroactive)
159637	Algebra	HS	Kinneman, Katelynn	Wynes, Nichole	2	4	8	01/04/2016 – 01/29/2016 (Retroactive)
159637	World Cultures	HS	Barrett, Edward	Barrett, Edward	2	4	8	01/04/2016 – 01/29/2016 (Retroactive)
159637	English 1	HS	Gallo, James	Mc Dede, Maria	2	4	8	01/04/2016 – 01/29/2016 (Retroactive)
155987	English 2 Honors	HS	Sodono, Laura	Castelli, Courtney	2	2	4	03/01/2016 – 03/15/2016
155987	Lab Chemistry Honors	HS	Varma-Kumar, Yamini	Varma-Kumar, Yamini	2	2	4	03/01/2016 – 03/15/2016
155987	Algebra 2 Honors	HS	Wynes, Nichole	Wynes, Nichole	2	2	4	03/01/2016 – 03/15/2016
155987	US History 1 Honors	HS	Moller, Robert	Carnovsky, Robert	2	2	4	03/01/2016 – 03/15/2016
155987	English 2 Honors	HS	Sodono, Laura	Castelli, Courtney	2	1	2	03/16/2016 – 03/24/2016

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
155987	Lab Chemistry Honors	HS	Varma-Kumar, Yamini	Varma-Kumar, Yamini	2	1	2	03/16/2016 – 03/24/2016
155987	Algebra 2 Honors	HS	Wynes, Nichole	Wynes, Nichole	2	1	2	03/16/2016 – 03/24/2016
155987	US History 1 Honor	HS	Moller, Robert	Carnovsky, Robert	2	1	2	03/16/2016 – 03/24/2016
157067	Math	MA	Wietecha, Corinne	Wietecha, Corinne	2.5	2	5	04/12/2016 – 04/25/2016
157067	Language Arts	MA	Sobieski, Cynthia	Sobieski, Cynthia	2.5	2	5	04/12/2016 – 04/25/2016
157067	Science	MA	Viel, Linda	Towle, Catherine	2.5	2	5	04/12/2016 – 04/25/2016
157067	Social Studies	MA	Hamilton, Brittany	Hamilton, Brittany	2.5	2	5	04/12/2016 – 04/25/2016

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

**11. Volunteers – Activities 2015/2016 School Year**

Name	Activity
Colabelli, James	HS – Spring Track

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

**12. Other**

**A. Comprehensive Equity Plan for 2016 Through 2019**

The Superintendent recommends that the Board of Education approve and authorize the submission of the Three Year Comprehensive Equity Plan for the years 2016-2017; 2017-2018; 2018-2019.

Rationale: All school districts are mandated to develop a Three Year Comprehensive Equity Plan which outlines responsibilities for achieving and maintaining compliance with all State and Federal Laws governing equity in educational programs, practices, policies and conditions. The Comprehensive Equity Plan is due to the NJDOE by April 1, 2016.

Cost: None

**B. 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 March 14, 2016

Incidents Reported	Confirmed HIB Incidents
4	0

**POLICY**

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

1. The Superintendent recommends that the Matawan Aberdeen Regional School District Board of Education approve the following Second Reading and Adoption of the following policies:

M indicates mandated by State law

Policy/Regulation #	Title	First Reading	Second Reading & Adoption
<b>P 3240</b> <b>R 3240</b>	Professional Development for Teachers and School Leaders (M)	March 14, 2016	March 21, 2016
<b>P 3431.1</b>	Family Leave (M)	March 14, 2016	March 21, 2016
<b>P 4431.1</b>	Family Leave (M)	March 14, 2016	March 21, 2016
<b>P 5330</b> <b>R 5330</b>	Administration of Medication (M)	March 14, 2016	March 21, 2016
<b>P 5339</b>	Screening for Dyslexia (M)	March 14, 2016	March 21, 2016
<b>P 5516</b>	Use of Electronic Communication and Recording Devices (ECRD) (M)	March 14, 2016	March 21, 2016

2. The Superintendent recommends that the Matawan Aberdeen Regional School District Board of Education approve the following First Reading of the following Policy:

Policy/Regulation #	Title	First Reading	Second Reading & Adoption
<b>P 8600</b>	Transportation (M)	March 21, 2016	April 11, 2016

**FINANCE/TRASPORTATION**

The following items were then 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. Payroll for February 2016 and Bills List for March 2016** (Available for review in Board Secretary’s Office)  
Policy #6470 Payment of Claims

<b>February 2016, Payroll</b>	\$3,488,112.04
<b>March 2016, Bills List</b>	\$3,276,067.96
<b>TOTAL</b>	<b>\$6,764,180.00</b>

- 2. Transfer of Funds for February 2016** (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,

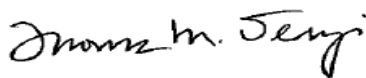
NOW, THEREFORE BE IT RESOLVED, that the Matawan-Aberdeen Regional School District Board of Education approve the report of line item transfers for **February 2016** as presented.

**3. S-1701 Reporting for February 2016**

Board Secretary Report for **February 2016**

BE IT RESOLVED, that the Report of the Secretary to the Board of Education and the Report of the Treasurer of School Monies for **February 2016**, 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 **February 29, 2016**, 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.



\_\_\_\_\_  
Thomas M. Venanzi  
Board Secretary

March 21, 2016  
Date

**4. Approval of Change Orders**

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

**Change Order 1R - Paving Renovations and Repairs at Matawan Regional HS, Strathmore ES & Cambridge Park ES**

<b>Contract</b>	Paving Renovations and Repairs at Matawan Regional HS, Strathmore ES & Cambridge Park ES	
<b>Contractor</b>	Fiore Paving Co., Inc.	
<b>Change Order Number</b>	1R (Revised)	
<b>Amount</b>	-\$7,250.00	
<b>Description</b>	Project Allowance Amount	\$10,000
	Credit not using Thermoplastic Line Stripping	\$5,000
	Repair/Replace existing curb inlet at Strathmore	-\$2,000
	Replace curbing and adjacent sidewalk at Strathmore	-\$5,750
	Remaining Allowance credited back to District	\$7,250

**Change Order 1 - Rehabilitation and Upgrades to Locker Rooms at MRHS and MAMS**

<b>Contract</b>	Rehabilitation and Upgrades to Locker Rooms at MRHS and MAMS	
<b>Contractor</b>	Pat Maggio & Son Electric Inc.	
<b>Change Order Number</b>	1	
<b>Amount</b>	+\$1,631.80	
<b>Description</b>	Project Allowance Amount Not Used	-\$3,000.00
	Credit for in-duct smoke detectors at HS	-\$900.00
	Credit for in-duct smoke detectors at MAMS	-\$900.00
	Provide and install new emergency lighting @ High and Middle School Boys and Girls Lockers Rooms per the direction of the LCO	+\$6,431.80
	Total for Change Order	+\$1,631.80

**Change Order 2 - Rehabilitation and Upgrades to Locker Rooms at MRHS and MAMS**

<b>Contract</b>	Rehabilitation and Upgrades to Locker Rooms at MRHS and MAMS	
<b>Contractor</b>	Rampart Construction Co., Inc.	
<b>Change Order Number</b>	2	
<b>Amount</b>	-\$1,555.00	
<b>Description</b>	Project Allowance Amount Not Used	-\$10,000.00
	Credit for deletion of work toilet room 103A	-\$4,000.00
	Provide/install metal lockers in HS Boys Team Room	+\$9,300.00
	Electrostatic painting of HS Girls Team Room Lockers	+\$2,330.00
	Change 18 base bid 2-tier lockers to 3-tier lockers	+\$ 815.00
	<b>Total for Change Order</b>	<b>-\$1,555.00</b>

**Change Order 1 – Sidewalk & Driveway Surface Drainage Repairs at Ravine Dr.**

<b>Contract</b>	Sidewalk & Driveway Surface Drainage Repairs at Ravine Dr.	
<b>Contractor</b>	All Surface Asphalt Paving	
<b>Change Order Number</b>	1	
<b>Amount</b>	-\$3,000.00	
<b>Description</b>	Project Allowance Amount Not Used	-\$3,000.00

**5. Receipt of Quotations and Award of Contract for Refurbished Computers (Quote Q16-09) for the 2015-2016 School Year**

WHEREAS, the Matawan-Aberdeen Regional School District Board of Education (the “Board”) solicited quotation proposals for Refurbished Computers for the 2015-2016 school year (the “Work”); and

WHEREAS, as a result of the solicitation, on March 16, 2016, the following proposals were received:

<b>Vendor</b>	<b>Quote Amount</b>
CDI Computer Dealers Inc.	\$6,098.11

and

NOW, THEREFORE BE IT RESOLVED that, after evaluating each proposal based upon the criteria established in the quotation document, the Board of Education hereby awards the Contract for Work in the amount of \$6,098.11 to CDI Computer Dealers, Inc., with principal offices located at 130 South Town Centre Blvd., Markham, Ontario, Canada, L6G 1B8.

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

**Account:** 11-190-100-610-07-0000-0

**6. Acceptance of a Donation from the Cliffwood PTO for Chromebooks**

The Superintendent recommends that the Matawan-Aberdeen Regional School District Board of Education accept a donation from the Cliffwood PTO for Chromebooks which will be utilized by all Cliffwood students in various ways. This donation is valued at \$5,000.00.

**7. Fire and Security Drills**

The following Fire and Security Drills occurred during February 2016:

School Name	Security Drill Type	Date & Time
Cambridge Park Pre-school	Fire Drill	2/4/16 @ 10:00 am
Cambridge Park Pre-school	Active Shooter	2/23/16 @ 12:32 pm
Strathmore Elementary School	Fire Drill	2/1/16 @ 10:20 am
Strathmore Elementary School	Lockdown	2/2/16 @ 10:30 am
Cliffwood Elementary School	Fire Drill	2/4/16 @ 2:10 pm
Cliffwood Elementary School	Active Shooter	2/17/16 @ 2:25 pm
Lloyd Road Elementary School	Fire Drill	2/19/16 @ 9:10 am
Lloyd Road Elementary School	Active Shooter	2/8/16 @ 9:18 am
Matawan-Aberdeen Middle School	Fire Drill	2/25/16 @ 9:00 am
Matawan-Aberdeen Middle School	Active Shooter	2/10/16 @ 8:35 am
Ravine Drive Elementary School	Fire Drill	2/1/16 @ 10:00 am
Ravine Drive Elementary School	Lockdown	2/2/16 @ 2:25 pm
Matawan Regional High School	Fire Drill	2/2/16 @ 9:45 am
Matawan Regional High School	Shelter in Place	2/9/16 @ 1:30 pm

**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
5370	Hawkswood School	MOESC	MARSD	58	\$348.80	02/23/16-6/30/2016	\$20,230.40
5232	Collier School	MOESC	MARSD	82	\$133.63	02/10/16-6/30/2016	\$10,957.66

**Rationale:** Routes are required to transport Special Education students for 2015-2016 School year.

**Route 5370** - Additional students added to the route increased the mileage by \$15.95 also needed to add an aide to the route at \$42.00 cost. The price reflects the increase.

**XV. UNFINISHED BUSINESS**

There was none.

**XVI. NEW BUSINESS**

A couple members of the Board acknowledged how great the High School Musical, “Footloose” was and how much work the students and staff put in.

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

There were none.

**XVIII. EXECUTIVE SESSION**

Be It Resolved, that a closed session be convened for the purpose of discussing Confidential Student Matters - HIB Reports, Confidential Legal Matters – Litigation Update and Confidential Financial Matters – Food Service Operations. The subject matter of these discussions 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 30 minutes after which the public meeting of the Board shall reconvene and proceed with business. Action may take place.

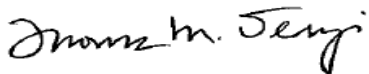
It was moved by Ms. Nappi, seconded by Dr. Delaney that the Board convene in Executive Session and approved by a unanimous voice vote at 7:54 pm.

The Board returned to Open Session at 9:05 pm.

**XIX. ADJOURNMENT**

On a motion by Ms. Nappi, seconded by Dr. Delaney and a unanimous roll call vote the Board adjourned the meeting at 9:06 pm.

Respectfully submitted,



Thomas M. Venanzi  
Interim School Business Administrator/Board Secretary

**MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR ACTION MEETING  
March 21, 2016**

NAME	BLDG	DATES	LOCATION	TITLE	REGIS FEE	MILEAGE MAX	TOLLS-PARK	LODGING	MEALS/MISC.	TOTAL	SUB YES/NO
Kaeser, Regina	CO	4/7/2016	Freehold Regional Board of Education Englishtown, NJ	New Jersey Department of Education Nonpublic Transportation Meeting	\$0.00	\$6.51**	\$0.00	\$0.00	\$0.00	\$6.51**	NO
Giraldo, John	HS	4/8/2016	Roselle Catholic HS Roselle, NJ	Roselle Catholic Basketball Program NJ Basketball Clinic	\$100.00***	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00***	NO
Pelkey, Mike	HS	4/8/2016	Roselle Catholic HS Roselle, NJ	Roselle Catholic Basketball Program NJ Basketball Clinic	\$100.00***	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00***	NO
Walsh, Matthew	HS	4/8/2016	Roselle Catholic HS Roselle, NJ	Roselle Catholic Basketball Program NJ Basketball Clinic	\$100.00***	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00***	YES
									<b>TOTAL</b>	<b>\$306.51</b>	

\*Amount being charged to Account #20-270-200-500-00-0000-0

\*\*Amount being charged to Account #11-000-251-580-11-0000-0

\*\*\*Amount being charged to Account #11-402-100-580-30-1402-1

Substitutes costs will vary as follows: BA with Certification - \$118.50 per day; BA only - \$104.56 per day NTE: \$118.50

REQUIRED ESTIMATES TO ABIDE BY LAW AND POLICY. ALL AMOUNTS ARE NOT TO EXCEED.



## MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT 2015 - 2016 SCHOOL CALENDAR

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="7">SEPTEMBER 2015</th></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td></tr> </table>	SEPTEMBER 2015							S	M	T	W	T	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			<p><b>September:</b> 2,3 Staff In-Service Day 4 - No School for Students &amp; Staff 7 - Labor Day 8 - First Day for Students 14,15 Rosh Hashanah 23- Yom Kippur <b>Total Days for Students: 14</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th colspan="7">FEBRUARY 2016</th></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td></td><td></td><td></td><td></td></tr> </table>	FEBRUARY 2016							S	M	T	W	T	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29					<p><b>February:</b> 3 - Half Day Students Pre-K-8 12 - Staff In-Service Day 15 - Presidents' Weekend <b>Total Days for Students: 19</b></p>														
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**KEY:** = No School for Students Only  
 = No School for Students & Staff  
 = 1/2 Day Students & Staff  
 = 1/2 Day Students Only

**Marking Periods**  
 1: Sept 8-Nov 17 (45 days)  
 2: Nov 18-Feb 2 (45 days)  
 3: Feb 3-Apr 15 (45 days)  
 4: Apr 18-June 23 (47 days\*)

**Progress Reports**  
 1st MP: Oct 14  
 2nd MP: Dec 22  
 3rd MP: Mar 8  
 4th MP: May 18

**Total days for teaching staff: 189\*  
 Total days for students: 183\***

PARENT CONFERENCE DATES (FOUR HOUR SESSIONS)		
11/19/15	Pre-K	Afternoon Conferences - CP
11/23/15	K-3	Afternoon CL, RD, ST
11/24/15	Pre-K-3	Evening CL, RD, ST, CP
12/01/15	HS	Afternoon Conferences - Grades 9-12
12/01/15	MS	Evening Conferences - Grades 6-8
12/02/15	HS	Evening Conferences - Grades 9-12
12/02/15	MS	Afternoon Conferences - Grades 6-8
12/15/15	HS	Afternoon Conferences - Grades 9-12
12/15/15	MS	Evening Conferences - Grades 6-8
12/16/15	HS	Evening Conferences - Grades 9-12
12/16/15	MS	Afternoon Conferences - Grades 6-8
01/20/16	LR	Afternoon Conferences - Grades 4-5
01/21/16	LR	Evening Conferences - Grades 4-5
01/26/16	LR	Afternoon Conferences - Grades 4-5
01/27/16	LR	Evening Conferences - Grades 4-5
03/02/16	Pre-K	Afternoon Conferences - CP
03/09/16	Pre-K-3	Evening CL, RD, ST, CP
03/10/16	K-3	Afternoon CL, RD, ST

**\*Note:** Three extra days have been built into the calendar for emergencies, weather closings, etc. For each of these days not used, the last day of school for students and teachers will be reduced by one day, beginning June 24, in reverse order. If **additional** emergency closing days need to be made up, they will be deducted from subsequent days scheduled as days closed and/or added as half-days beginning June 24. Please note that May 27 will be used as a snow day once the 3 others have been exhausted.

Matawan-Aberdeen Regional School District staff must make vacation and personal plans with the understanding that if a revised schedule is implemented due to emergencies, etc., the Board will not grant personal leave, with or without pay, for these days. Requests for any other leaves of absence (i.e., sick leave or family illness) on these days may require a physician's verification.

= Marking Period  
 = Parent Conferences  
 = Dates of proposed Board of Education meetings  
 = Progress Reports

# MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT

## School Calendar 2016-2017

### STAFF HOLIDAYS

#### MAINTENANCE HOLIDAYS

July	4	Independence Day
September	5	Labor Day
November	11	Veteran's Day (Observance)
November	24	Thanksgiving Day
November	25	Day after Thanksgiving
December	26	Christmas Day
December	27	Work day after Christmas
December	28	Undesignated #1
January	2	New Year's Day
February	17,20	President's Weekend
April	14	Good Friday
April	17	Undesignated #2
May	26	Undesignated #3
May	29	Memorial Day

#### 12 MONTH STAFF HOLIDAYS

July	4	Independence Day
September	5	Labor Day
October	3,4	Rosh Hashanah
October	12	Yom Kippur
November	10, 11	NJEA Convention/Veterans Day
November	24	Thanksgiving Day
November	25	Day after Thanksgiving
December	26-30	Winter Recess
January	2	Winter Recess
January	16	Martin Luther King, Jr. Day
February	17,20	President's Weekend
April	10-17	Spring Break
May	26, 29	Memorial Day

#### BUS DRIVER HOLIDAYS

October	12	Columbus Day
November	11	Veteran's Day Observed
November	24	Thanksgiving Day
December	26	Christmas Day
January	2	New Year's Day
February	17,20	President's Weekend
April	14	Good Friday
May	29	Memorial Day

#### INSTRUCTIONAL/NON-INSTRUCTIONAL/ 10.5 MONTH SECRETARIAL HOLIDAYS

September	5	Labor Day
October	3,4	Rosh Hashanah
October	10	Teacher In-Service
October	12	Yom Kippur
November	10, 11	NJEA Convention/Veterans Day
November	24	Thanksgiving Day
November	25	Day after Thanksgiving
December	26-30	Winter Recess
January	2	Winter Recess
January	16	Martin Luther King, Jr. Day
March	10	Teacher In-Service
February	17,20	President's Weekend
April	10-17	Spring Break
May	26, 29	Memorial Day

Tentative Last Day of School June 23, 2017

## MATAWAN-ABERDEEN REGIONAL SCHOOL DISTRICT School Calendar 2016-2017

### TOTAL NUMBER OF DAYS

	<u>STUDENTS</u>	<u>TEACHERS</u>
September	19	21
October	17	18
November	18	18
December	17	17
January	20	20
February	18	18
March	22	23
April	14	14
May	21	21
June	17*	17*
<b>TOTAL</b>	<b>183*</b>	<b>187*</b>
		(With 4 Prof. Days included in count + 2 NJEA Days)
	*includes 3 snow days	

### TEACHER PROFESSIONAL DEVELOPMENT DAYS

Thursday, September 1, 2016	Full Day	Teacher Workshops/Professional Development
Friday, September 2, 2016	Full Day	Teacher Workshops/Professional Development
Monday, October 10, 2016	Full Day	Teacher Workshops/Professional Development
Friday, March 10, 2017	Full Day	Teacher Workshops/Professional Development

\*Tentative Last Day of School June 23, 2017