

Manalapan, New Jersey
February 19, 2019

The Manalapan-Englishtown Regional Board of Education, in the County of Monmouth, State of New Jersey, convened on February 19, 2019 at 7:30 p.m., for a regular meeting. This meeting was held at the Manalapan-Englishtown Middle School, 155 Millhurst Road, Manalapan, New Jersey.

This meeting was called to order by the Board President, Dotty Porcaro.

Roll call showed the following board members in attendance:

Gerald Bruno, Brian Graime, Janet Lewis, Christine Parisi, Dotty Porcaro, Joanne Schechter, Lori Semel, Joe Tringali

Absent:

James Raffone

Also in attendance:

John J. Marciante, Jr., Ph D., Superintendent
Veronica Wolf, Business Administrator/Board Secretary
Nicole Santora, Ed.D, Assistant Superintendent for Curriculum and Human Resources
Shannon Barth, Manager of Human Resources
Michael Sloan, Assistant Business Administrator/Assistant Board Secretary

OPENING STATEMENT

Statement is hereby made that adequate notice of this meeting was given by:

1. The prominent posting of said notice in all district schools and other public places.
2. The mailing and/or hand delivery of said notice to the designated newspapers, Asbury Park Press and News Transcript and The Manalapan Patch.
3. Filing with the Clerk of Manalapan Township and the Clerk of Englishtown Borough.

FOR THE BOARD'S INFORMATION

1. John Halligan, LLC

John Halligan, LLC to present to the students and staff at Pine Brook School on February 28, 2019 and at Parent Night held at MEMS. Mr. Halligan lost his son to

suicide in 2003. His presentation addresses bullying, cyberbullying and teen suicide prevention. His evening presentation is about a father's hard earned lessons regarding cyberbullying, depression and suicide. Bullying is a problem in all grades and in all schools across the country. No school is immune to it. As part of the bullying prevention program in our district, Mr. Halligan comes in and speaks to our students about the harmful effects bullying can have on an individual. Mr. Halligan's message fits perfectly into the values we try to instill in our students in the Manalapan-Englishtown Regional Schools.

Cost is \$3,200 (\$2,500 for Ryan's Story Presentation, \$700 to present at Parent's Night)

FOR THE BOARD'S ACTION

ADMINISTRATION

Motion by Mrs. Lewis, seconded by Mrs. Schechter, and approved by roll call vote the following items:

1. **Superintendent's Report - Harassment, Intimidation and Bullying**

To affirm the Superintendent's implementation of Policy 5512 Harassment, Intimidation and Bullying (Att. A-1)

2. **Travel**

The out of district travel as authorized by the Superintendent of Schools under Policy 3440 Job Expenses and in accordance with Regulation 3440 Job Expenses (Att A-2)

3. **2019-2020 School Year Calendar Draft**

The 2019-2020 School Year Calendar Draft (Att A-3)

4. **Support our Schools Advocacy Group**

A resolution showing their support of the Advocacy Group "Support Our Students" (SOS), a state-wide coalition of school districts being negatively impacted by the reduction of state aid resulting from P.L. 2018, Chapter 67, by sending and transporting district members to their rally at the State capitol on March 5th.

5. **Donation - Clark Mills School**

A donation of \$20.00 from Great American to the Clark Mills School.

We would like to thank Great American for their generosity and continued support.

ROLL CALL VOTE :

AYES : Mr. Bruno, Mr. Graime, Mrs. Lewis, Mrs. Parisi,
Mrs. Porcaro, Mrs. Schechter, Mrs. Semel, Mr. Tringali

NAYS : None

ABSENT : Mr. Raffone

BUSINESS

Motion by Mrs. Parisi, seconded by Mrs. Schechter, and approved by roll call vote the following items:

1. **Minutes**

The minutes of the following board meeting:

Item	Date	Meeting Type
a) Minutes	January 22, 2019	Action
b) Closed Session Minutes	January 22, 2019	Closed Session

2. **List of Bills**

The claims for goods received and services rendered to be correct by the Business Administrator/Board Secretary in the amount of \$528,040.04.

3. **Board Secretary Report and Treasurer Report
for the Month of December, 2018**

The following resolution:

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

BE IT FURTHER RESOLVED, that pursuant to N.J.A.C. 6A:23-2.11(e) of the Manalapan-Englishtown Regional Board of Education certifies that as of December, 2018, after review of the secretary's monthly financial report (Appropriations Section) and upon consultation with the 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:23-2.11(b) and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

4. Transfer Report #7

Transfer report #7 for the month ended January 31, 2019. (Attached)

5. Various Disbursements for the Month of December, 2018

The following disbursements for the month of December, 2018, in the amounts listed.

Account Name	Amount
Cafeteria Account	\$191,228.25
Flexible Spending Account	\$3,613.42
Manual Check Register	\$1,468,973.71
Payroll Agency Account	\$1,943,419.69
Workers Compensation Account	\$22,358.22

6. Board Policy - First Reading

The following Board Policy on First Reading:

Item	Policy No.	Policy Title	Policy Type
a)	1510	Americans with Disabilities Act	Mandated
b)	1550	Equal Employment/Anti-Discrimination Practices	Mandated
c)	2416	Programs for Pregnant Students	Mandated
d)	2422	Health and Physical Education	Mandated
e)	2610	Educational Program Evaluation	Mandated
f)	2622	Student Assessments	Mandated
g)	4219	Commercial Driver's License Controlled Substances and Alcohol Use Testing	Mandated
h)	5111	Eligibility of Resident/Nonresident Students	Mandated
i)	5337	Service Animals	Recommended
j)	5752	Marital Status and Pregnancy	Mandated
k)	5756	Transgender Students	Mandated
l)	7440	Security of School Premises	Mandated
m)	8561	Procurement Procedures for School Nutrition Programs	Mandated
n)	8860	Memorials	Recommended

7. Board Policy - Second Reading

The following Board Policy on Second Reading:

Item	Policy No.	Policy Title	Policy Type
a)	5112	Entrance Age	Recommended

8. **Workers' Compensation - Order Approving Settlement - Claim #W0001794997 - Susan Applegate v. Manalapan-Englishtown Regional BOE**

To memorialize a Workers' Compensation Settlement in the matter of Susan Applegate v. Manalapan-Englishtown Regional Board of Education in the amount of \$10,090.00 (including fees) as approved by the Honorable Lionel Simon on January 23, 2019. This settlement falls within the authority previously granted to the Business Administrator/Board Secretary on May 22, 2018 and approval has been so given.
Subject

9. **Textbook Disposal - Lafayette Mills School**

The disposal of the following textbooks

Book Title	Publisher	Copyright/ Publication Year	Number of Books
Regions	Pearson/Foresman	2008	131
New Jersey	Pearson/Foresman	2008	86
Neighborhoods	Houghton Mifflin	2008	55
Communities	Houghton Mifflin	2008	6
School and Family	Houghton Mifflin	2008	44

10. **Surplus Equipment**

The disposal of the attached surplus equipment because they are beyond repair.

11. **Workers' Compensation - Order Approving Settlement - Claim #W000574477 - David Klein v. Manalapan-Englishtown Regional BOE**

To memorialize a Workers' Compensation Settlement in the matter of David Klein v Manalapan-Englishtown Regional Board of Education in the amount of \$75,000 (plus \$90 for stenographer fees) as approved by The Honorable Lionel Simon, III under N.J.S.A. 34:15-20 (Section 20) on February 14, 2019. Settlement authority was previously granted by the Board of Education on January 22, 2019.

ROLL CALL VOTE :

AYES : Mr. Bruno, Mr. Graime, Mrs. Lewis, Mrs. Parisi,
Mrs. Porcaro, Mrs. Schechter, Mrs. Semel, Mr. Tringali

NAYS : None

ABSENT : Mr. Raffone

CURRICULUM

Motion by Mrs. Lewis, seconded by Mrs. Parisi, and approved by roll call vote the following items:

1. Professional Development

To allow teachers to create professional development sessions for the May 24, 2019 Professional Development Day not to exceed (5) hours per session at the contractual rate. This will be funded through FY 2019 ESSA Title IIA.

2. Comprehensive Equity Plan (CEP) 2019-2022

A District Affirmative Action Team to conduct a Needs Assessment for the 2019-2022 Comprehensive Equity Plan and develop the 2019-2022 Comprehensive Equity Plan.

3. Extended School Year Program

The Extended School Year Program (ESY) for special needs students. Start date July 1, 2019 through August 1, 2019 (Monday - Thursday) from 8:30 A.M. - 12:30 P.M. The ESY program will be closed on July 4, 2019. * Change in minutes 2/5/19.

4. Homework Club Volunteer

The following students from Manalapan High School, to volunteer as Homework Club assistants at the Clark Mills School for the 2018/2019 school year.

Student	Day/Times
a. Lagji, Ines	Tuesday / 2:30pm - 3:30pm
b. Locurto, Isabella	Thursday / 2:30pm - 3:30pm
c. Parrino, Noelle	Thursday / 2:30pm - 3:30pm
d. Stefanelli, Francesca	Tuesday / 2:30pm - 3:30pm

5. Student Classroom Observers: Spring 2019

The following student classroom observers for the Spring 2019 term.

Student	College/School	School	Grade
a. Bianchino, Stephanie	Monmouth University	LM	4
b. Morales, Gill	Brookdale Community College (Alternate Route)	PB	6

6. Tutoring & Volunteer Hours

Benjamin Jelinsky, a Manalapan High School National Honor Society student, to tutor and volunteer on February 21 & 22, 2019 at 2:30 pm at the Milford Brook School.

7. Curriculum Trips

The following curriculum trip:

School	Teacher	Grade	Date	Destination	Reason
a. MEMS	J. Clark K. Mayer S. Roskos	6-8 LLD	2/21/19	Target & Applebee's Manalapan, NJ	Socialization/ADL Skills

ROLL CALL VOTE :

AYES : Mr. Bruno (Not Item 3), Mr. Graime, Mrs. Lewis, Mrs. Parisi, Mrs. Porcaro, Mrs. Schechter, Mrs. Semel, Mr. Tringali

NAYS : None

ABSTAIN : Mr. Bruno (Only Item 3)

ABSENT : Mr. Raffone

PERSONNEL

1. General Statement on Hiring

The Superintendent recommends the Board of Education accept/approve the following Personnel items, including the emergent employment of the following employees (indicated by *) conditional upon final approval by the New Jersey Department of Education, and the Board further authorizes the submission of an application for emergency hiring pursuant to NJSA 18A:6-71, et seq., NJSA 18 A:64.13, et. Seq.

Motion by Mr. Tringali, seconded by Mrs. Schechter, and approved by roll call vote the following items:

2. Resignation

The following Resignation effective as noted:

Employee	Position	Position Code	Location	Effective Date
a. Kilaras, Elizabeth	Lunch Assistant	TMLUN001	TM	2/19/19

3. Transfers

The following transfers effective as noted:

Employee	From Position/ Position Code/Location	To Position/Position Code/Location	Effective
a. Cavallero, Nicole	Reading RTI Interventionist/ MERTI001/ME	Reading Interventionist/ MEINT002/ME	2/20/2019
b. Partyka, Christina	Reading Interventionist/ MEINT002/ME	Reading RTI Interventionist/ MERTI001/ME	2/20/2019

4. Leave of Absence

For the 2018-2019 school year (all categories of leave are a projection based on anticipated date of birth and utilization of sick time 30 calendar days before/30 calendar days after birth; date of birth will adjust sick with pay, family leave and contractual child care leave entitlements; the entire duration of the employee’s absence will not be adjusted):

- Sick-With Pay
- Sick-No Pay
- Personal Days-With Pay
- FMLA-No Pay, with Benefits
- NJFLA-No Pay, with Benefits
- Discretionary Leave-No Pay, No Benefits
- Contractual Child Care-No Pay, No Benefits

Employee	Position	Location	Discretionary Leave
a. Competello, Maria	Secretary	MB	2-13-19- 2-20-19 (Att. P1)

Employee	Position	Location	Sick No Pay	NJFLA
b. Braun, Andrew	Maintenance	PP	2/8/19 & 2/20/19	
c. Fernandes, Maria	Bus Driver	Trans		2/19/19-3/29/19
d. Segarra, Yvette	Instructional Assistant	ELC	2/6/19-2/7/19	

5. Substitute Additions/Deletions/Certification Changes

The following effective as noted:

ADDITIONS:

Employee	Category	Rate of Pay	Effective
a. Carey, Laura*	Sub Teacher	\$90	2/20/19
b. Drugas, Allyson*	Sub Teacher	\$90	2/20/19
c. Gugliara, Joseph*	Sub Teacher	\$85	2/20/19
d. Novoa, Steven*	Sub Teacher	\$85	2/20/19
e. Persico, Laura*	Sub Teacher	\$85	2/20/19
f. Sukoff, Jill*	Sub Teacher	\$100	2/20/19

DELETIONS:

Employee	Category	Effective
g. Abbott, Eileen	Sub Teacher	2/20/19
h. Adl, Marjaneh	Sub Teacher	2/20/19
i. Aksman, Jane	Sub Teacher	2/20/19
j. Bond, Helene	Sub Teacher	2/20/19
k. Carlin, Linda	Sub Teacher	2/20/19
l. Decena, Minerva	Sub Bus Driver	2/20/19
m. Diamond, Amanda	Sub Teacher	2/20/19
n. Franklin, Marlene	Sub Teacher	2/20/19
o. Tym, Maryann	Sub Teacher	2/20/19
p. Vance, Alyssa	Sub Teacher	2/20/19
q. Wroblesky, John	Sub Teacher	2/20/19
r. Ziccardi, Shannon	Sub Teacher	2/20/19

CERTIFICATION CHANGES:

Employee	Category	Rate of Pay	Effective
s. Bilinski Dillon, Beth	Sub Teacher	\$90	2/15/19
t. Dietz, Thomas	Sub Teacher	\$90	2/1/19
u. Loftus, Megan	Sub Teacher	\$90	2/1/19
v. Troiani, Sabrina	Sub Teacher	\$90	2/1/19

6. Appointment - Long-Term Substitute

The following long term substitute, at the daily substitute rate effective as noted:

Employee	Position/Position Code/ Program Code/Location	Certification	Effective
a. Drugas, Allyson*	School Psychologist/K. Martin/ PSPSY008/MB	Emergency-School Psychologist	4/12/19- 6/30/19

7. Before/After School Activities

The following employee for Before/After School Activities for special needs students at their hourly rate, effective as noted: (Paid via timesheets)

Employee	Before/After School Activity	Location	Hourly Rate	Hours Not To Exceed	Effective
a. Iacovano, Maria	Band	MEMS	\$28.27	23	2/5/19- 5/23/19

8. Child Study Team (CST) Coach

The following employee as the Child Study Team (CST) Coach for the 2018-2019 school year: (Paid via timesheets)

Employee	Hours Not to Exceed	Hourly Rate
a. Fabiano, Amanda	9 Hours	\$34.50

9. Change in Guide

The following change in guide effective, February 1, 2019:

Employee	From Guide/Step/Salary	To Guide/Step/Salary
a. Campbell, Marissa	1(BA)/G/\$59,802	2(BA+30)/G/\$62,102
b. Gannon, Amanda	3(MA)/J/\$69,527	4(MA+30)/J/\$72,177
c. Gottlob, Hilary	2(BA+30)/G/\$62,102	3(MA)/G/\$63,802
d. LaMarca, Nicole	2(BA+30)/B/\$59,042	3(MA)/B/\$60,742
e. Menendez, Amanda	2(BA+30)/E/\$60,542	3(MA)/E/\$62,242

10. Change In Status

The following changes in status, effective as noted:

Employee	From Position/Run/Location	From Hours	To Hours	Hourly Rate	Base Salary	Longevity	Gross Salary	Effective
a. Alvear, Theresa	Bus Assistant/SE/Transportation	6 Hrs 45 Mins	6 Hrs 30 Min	\$21.73	\$26,272		\$26,272 (prorated)	2/19/19- 6/30/19
b. D'Andrea, Audrey	Bus Driver/G/Transportation	5 Hrs	5 Hrs 15 Mins	\$28.35	\$26,940		\$26,940 (prorated)	2/6/19- 6/30/19
c. Mancini, Pilar	Bus Driver/SE/Transportation	7 Hrs 40 Mins	7 Hrs 25 Mins	\$29.35	\$39,400	\$415	\$39,815 (prorated)	2/19/19- 6/30/19
d. Stinemire, Victoria	Bus Driver/SE/Transportation	7 Hrs 30 Mins	7 Hrs 15 Mins	\$29.35	\$38,515	\$415	\$38,930 (prorated)	2/28/19- 6/30/19

11. Change of Hours for Musical Accompanist

The following change in employee hours for the MEMS musical accompanist, at the hourly rate of \$34.50: (Paid via timesheets)

Employee	Position/Location	From Hours	To Hours
a. Bokman, Eliza	Musical Accompanist/ MEMS	Not to exceed 35 Hours	Not to exceed 44.5 Hours

12. Change in Contract Start Date

The following change in contract start date, effective as noted:

Employee	Position/Position Code/Program Code/Location	Guide	Step	Salary	Certification	Effective
a. Bilinski Dillon, Beth	Replacement Speech/ Language Therapist/ R. Kinneberg/ ELSPH001/ELC	3 (MA)	1	\$60,242 (Prorated)	Standard- Speech- Language Specialist	3/11/19- 6/30/19

13. Salary Corrections-Non-Instructional Personnel

The attached salary corrections and retroactive payments for the Manalapan-Englishtown Federation of Non-Instructional Personnel, Local 2198, AFT/AFL-CIO, for the 2018-2019 school year. (Att. P2)

ROLL CALL VOTE :

AYES : Mr. Bruno, Mr. Graime, Mrs. Lewis, Mrs. Parisi,
Mrs. Porcaro, Mrs. Schechter, Mrs. Semel, Mr. Tringali

NAYS : None

ABSENT : Mr. Raffone

CLOSED SESSION

Motion by Mrs. Parisi, seconded by Mr. Tringali, and unanimously approved by roll call vote the following resolution:

WHEREAS, section 7(b) of chapter 231, laws of 1975, provides that the public may be excluded from any portion of a public meeting to discuss matters that fall within one or more of the exemptions contained in said law;

NOW, THEREFORE, BE IT RESOLVED that this meeting adjourn to closed session at 8:09 p.m. for the purpose of discussing:

1. Personnel Matter - Employee #6117

BE IT FURTHER RESOLVED that this meeting will reopen after the closed session and further action of the board may be taken before the board adjourn for the evening;

BE IT FURTHER RESOLVED that the results of such discussion will be disclosed to the public as soon as the matter of confidentiality has been terminated.

OPEN SESSION

Motion by Mr. Tringali, seconded by Mrs. Parisi, and unanimously approved by roll call vote to open the meeting at 8:29 p.m.

ACTION AFTER CLOSED SESSION

PERSONNEL

Motion by Mr. Bruno, seconded by Mrs. Parisi, and approved by roll call vote the following item:

1. **Employee #6117 - Termination**

The following termination effective as noted:

Employee	Effective
#6117	2/20/2019

ROLL CALL VOTE :

AYES : Mr. Bruno, Mr. Graime, Mrs. Lewis, Mrs. Parisi,
Mrs. Porcaro, Mrs. Schechter, Mrs. Semel, Mr. Tringali

NAYS : None

ABSENT : Mr. Raffone

ADJOURN THE MEETING

There being no further items to come before the Board at this time, motion by Mr. Bruno, seconded by Mrs. Semel, and unanimously approved by roll call vote to adjourn the meeting at 8:32 p.m.

Veronica Wolf
Business Administrator/Board Secretary

Board President