

Englishtown, New Jersey
March 12, 2019

The Manalapan-Englishtown Regional Board of Education, in the County of Monmouth, State of New Jersey, convened on March 12, 2019 at 7:30 p.m., for a Regular Board meeting. This meeting was held at the Administration Building, 54 Main Street, Englishtown, New Jersey.

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

Roll call showed the following members in attendance:

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

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
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.

CLOSED SESSION

Motion by Mrs. Schechter, seconded by Mrs. Lewis, 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 7:32 p.m. for the purpose of discussing:

1. Negotiations:

- a. Manalapan-Englishtown Federation of Non-Instructional Personnel Local 2198- AFL-CIO
- b. Manalapan-Englishtown Education Association Support Staff Unit
- c. Transit Workers Union of America,m Local 225 Branch 4 AFL-CIO
- d. Manalapan-Englishtown Non-Certified Administrators and Supervisors

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 adjourns 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 Mr. Raffone, and unanimously approved by roll call vote to open the meeting at 8:07 p.m.

FOR THE BOARD'S INFORMATION

1. **New Jersey Association for Gifted Children (NJAGC) Art, Writing and Video Contest**

The Academically Talented classes at Lafayette Mills School participated in the annual New Jersey Association for Gifted Children's art, writing, and video contest. The contest is open to all New Jersey students in grades Pre-K-12 from public and private schools. Students were invited to create either a piece of art using a medium of their choice, a piece of writing, or a video which related to this year's theme: Ignite Passion with Purpose.

Fourth grader, Sophia Brichkov was named the winner of the video contest. She wrote a script about a girl auditioning for a talent show. In addition, third grader, Rebecca Goldemberg, was awarded third place in the writing contest, and fourth grader, Zoe Levenson, was recognized with an Honorable Mention for the art contest in their grade level group. We are extremely proud of our students! Our Academically Talented team consisting of Miss Singer, Mrs. Convey, Mrs. Amalfa, and Miss Guerriero will attend the NJAGC conference in March where the student's work will be on display!

The Board would like to congratulate these students from Lafayette Mills School on participating, winning and being recognized for the 2018-2019 NJAGC contest.

FOR THE BOARD'S ACTION

ADMINISTRATION

Motion by Mrs. Parisi, seconded by Mr. Tringali, 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. MEMS 2019 Spring Sports Schedules

The following MEMS 2019 Spring Sports Schedules: (Att A-3, 4, 5, 6)

4. Revised 2019-2020 School Calendar

The revised 2019-2020 School Year Calendar. (Att- A-7)

5. Donation - Lafayette Mills School

A \$500 donation from Exxon Mobile Corporation 2018 Educational Alliance Program to be used for the maintenance and support in the area of Math and/or Science.

We would like to thank Exxon Mobile Corporation for their generosity and support.

ROLL CALL VOTE :

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

NAYS : None

ABSENT : None

BUSINESS

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

1. **Comprehensive Annual Financial Report -
Fiscal Year Ended June 30, 2018**

The acceptance of the Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2018.

2. **Corrective Action Plan - Annual Audit for the
Fiscal Year Ended June 30, 2018**

The attached Corrective Action Plan (CAP) for the recommendation contained in the Auditor's Management Report on Administrative Findings - Financial, Compliance and Performance for the Fiscal Year Ended June 30, 2018. In accordance with the attached CAP, efforts will be made to adequately reduce the net cash resources of the Food Service program.

3. **Minutes**

The minutes of the following board meetings:

Item	Date	Meeting Type
a) Minutes	February 5, 2019	Action
b) Minutes	February 19, 2019	Action
c) Closed Session Minutes	February 19, 2019	Closed Session
d) Minutes	March 5, 2019	Workshop

4. **Ratification of Check Register**

The ratification of the Accounts Payable Check Register for the claims for goods received and services rendered and certified to be correct by the Business Administrator/Board Secretary dated March 5, 2019 in the amount of \$421,203.25. The List of Bills was reviewed at the Committee of the Whole Meeting held on March 5, 2019.

5. **Revised Transfer Report #7**

Revised Transfer Report #7 for the month ended January, 2019.

6. **Board Policy - First Reading**

The following policies on First Reading:

Item	Policy No.	Policy Title	Policy Type
a)	2415.06	Unsafe School Choice Option	Mandated
b)	5600	Pupil Discipline/Code of Conduct	Mandated
c)	5611	Removal of Pupils From the General Education Program for Weapons/Firearms Offenses	Mandated
d)	5612	Assaults on District Board of Education Members or Employees	Mandated
e)	5613	Removal of Students for Assaults with Weapons Offenses	Mandated
f)	8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying and Other Drug Abuse	Mandated

7. Board Policy - Second Reading

The following policies on Second 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

8. **Workers' Compensation - Order Approving Settlement - Claim
#W001716613 - Deborah Lewis v. Manalapan-Englishtown Regional BOE**

To memorialize a Workers' Compensation Settlement in the matter of Deborah Lewis v. Manalapan-Englishtown Regional Board of Education in the amount of \$39,182 (including fees) as approved by The Honorable Leslie A. Berich on February 5, 2019. Settlement authority was previously granted by the Board of Education on December 18, 2018.

9. **Surplus Equipment**

The disposal of the following surplus equipment because it is beyond repair:

Physical Plant

Truck #19
2003 Dodge Durango
Vin #1D4H538N13R595136

10. **Memorandum of Agreement - Manalapan-Englishtown Federation of Non-Instructional Personnel, Local 2198, AFT/AFL-CIO - Effective July 1, 2019**

To ratify the Memorandum of Agreement between the Manalapan-Englishtown Regional Board of Education and the Manalapan-Englishtown Federation of Non-Instructional Personnel, Local 2198, AFT/AFL-CIO. The Manalapan-Englishtown Regional Board of Education and the Manalapan-Englishtown Federation of Non-Instructional Personnel, Local 2198, AFT/AFL-CIO have met and duly negotiated in good faith and have reached tentative agreement on the items outlined in this memorandum for inclusion in the successor agreement to the contract that expires on June 30, 2019. The contract duration for a successor agreement to the 2018-2019 contract shall be determined by the parties in separate negotiations.

This Memorandum of Agreement has been ratified by the Manalapan-Englishtown Federation of Non-Instructional Personnel, Local 2198, AFT/AFL-CIO.

11. **Memorandum of Agreement - Manalapan-Englishtown Education Association Support Staff Unit - Effective July 1, 2019**

To ratify the Memorandum of Agreement between the Manalapan-Englishtown Regional Board of Education and the Manalapan-Englishtown Education Association Support Staff Unit. The Manalapan-Englishtown Regional Board of Education and the Manalapan-Englishtown Education Association Support Staff Unit have met and duly negotiated in good faith and have reached tentative agreement on the items outlined in this memorandum for inclusion in the successor agreement to the contract that expires on June 30, 2021.

This Memorandum of Agreement has been ratified by the Manalapan-Englishtown Education Association Support Staff Unit.

ROLL CALL VOTE :

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

NAYS : None

ABSENT : None

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. Raffone, seconded by Mr. Tringali, and approved by roll call vote the following items:

2. Retirements

The following Retirements effective as noted:

Employee	Position	Position Code	Location	Effective Date
a. Cassano, Coleen	Instructional Assistant	FTINS011	MEMS	7/1/19

We appreciate Ms. Cassano's 27 years of service to the District.

Employee	Position	Position Code	Location	Effective Date
b. Cytryn, Cheryl	Instructional Assistant	PTINS005	MEMS	7/1/19

We appreciate Ms. Cytryn's over 9 years of service to the District.

3. Resignation

The following Resignation effective as noted:

Employee	Position	Position Code	Location	Effective Date
a. Bell, Jennifer	Lunch Assistant	WBLUN001	WB	3/1/19

4. Appointment

The following Appointment for the 2018-2019 school year:

Employee	Position/Position Code/ Location	Run Type	Hours	Hourly Rate	Salary	Effective
a. DeFalco, Carolyn	Bus Driver/ TRBUS070/ Transportation	G	5 Hours 5 Minutes	\$28.35	\$26,085 (Prorated)	3/13/19-6/30/19

Pending employment verification for P.L. 2018, Chapter 5

5. Adjustment to Hourly Rate

The following adjustment to hourly rate, as noted:

Employee	Position/Location	Hours	From Rate	To Rate	Effective Date(s)
a. DeFalco, Carolyn	Bus Driver/Transportation	5 Hours 5 Minutes	\$22.50	\$28.35	3/6/19-3/12/19

6. 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	Sick	Personal Days	FMLA	NJFLA	Discretionary Leave	Change In Minutes
a. Kim Carmelo,	Bus Driver	Trans					3/13/19- 3/15/19 (Att. P1)	
b. Fleishman,	Teacher	MEMS	11/26/18-	1/29/19-	2/1/19-	5/7/19-		8/7/18

	Eve			1/28/19	1/31/19	5/6/19	6/25/19		
c.	Menendez, Amanda	Teacher	ELC	9/2/19-10/1/19		10/2/19-1/1/20			
d.	Wiemken, Stephanie	Teacher	WB	5/28/19-6/25/19		9/3/19-12/4/19	12/5/19-1/31/20		
e.	Wind, Michelle	Teacher	MB	1/23/19-3/10/19		3/11/19-6/11/19	6/12/19-6/25/19		9/25/18

Employee	Position	Location	Sick No Pay	Change In Minutes
f. Braun, Andrew	Maintenance	PP	2/19/19	
g. Fare, Karen	Lunch Assistant	CM	12/12/18-3/31/19	12/18/18
h. Iacono, Kristeen	Lunch Assistant	ELC	2/28/19-3/1/19	

7. Leave Without Pay

The following leave without pay for lack of attendance, effective as noted:

Employee	Leave No Pay	Effective Date
#6308	Half Day PM	3/6/2019

8. Substitute Additions/Deletions/Certification Changes

The following effective as noted:

CERTIFICATION CHANGES:

Employee	Category	Rate of Pay	Effective
a. Ljajka, Lisa	Sub Teacher	\$85	3/1/19
b. Pepe, Kathryn	Sub Teacher	\$90	3/1/19
c. Robertshaw, James	Sub Teacher	\$85	3/1/19

9. Change in Date(s) for Collecting Behavior Data and Strategies Training

The following change in effective date(s) for Collecting Behavior Data and Strategies Training, effective as noted:

(Paid via timesheets through IDEA funds)

Employee	Hours Not to Exceed	Hourly Rate	Effective Date(s)
a. Longo, Meagan	4 Hours	\$34.50	1/14/19 thru 2/28/19

Change in minutes of 1/22/19

10. 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	3/4/19- 6/30/19

Change in minutes of 2/19/19

11. Changes in Status

The following changes in status, effective as noted:

Employee	Position/Run/ Location	From Hours	To Hours	Hourly Rate	Base Salary	Longevity	Gross Salary	Effective
a. Campbell, Edward	Bus Driver/G/ Transportation	5 Hrs 25 Mins	5 Hrs 35 Mins	\$29.35	\$29,661		\$29,661 (prorated)	3/6/19- 6/30/19
b. Clancy, Kathryn	Bus Driver/SE/ Transportation	6 Hrs	6 Hrs 15 Mins	\$29.35	\$33,203	\$390	\$33,593 (prorated)	3/6/19- 6/30/19
c. Isolda, Antonietta	Bus Driver/G/ Transportation	5 Hrs 25 Mins	5 Hrs 35 Mins	\$29.35	\$29,661	\$365	\$30,026 (prorated)	3/6/19- 6/30/19
d. Kramer, Cindy	Bus Driver/G/ Transportation	6.0 Hrs	6 Hrs 10 Mins	\$29.35	\$32,760	\$365	\$33,125 (prorated)	3/6/19- 6/30/19
e. Verdolino, Karen	Bus Assistant/ SE/Transportation	6 Hrs 40 Mins	6 Hrs 50 Mins	\$28.57	\$36,313	\$225	\$36,538 (prorated)	3/6/19- 6/30/19

12. 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. Graziano, Christina*	Teacher/N. Bertucci/ ELKIN002/ELC	Standard -Elementary School Teacher K-6	4/12/19- 6/30/19

ROLL CALL VOTE :

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

NAYS : None

ABSENT : None

WORKSHOP

1. **Budget**

There was a discussion regarding the budget. There was also a discussion regarding fees for athletics and co-curricular activities

CLOSED SESSION #2

Motion by Mr. Tringali, seconded by Mr. Raffone, 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 8:46 p.m. for the purpose of discussing:

1. Personnel - Employee discipline matter involving Employee #6308

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 Mrs. Lewis, seconded by Mrs. Schechter, and unanimously approved by roll call vote to open the meeting at 9:05 p.m.

ACTION AFTER CLOSED SESSION

PERSONNEL

1. Suspension - Employee #6308

The following 2-day suspension effective as noted:

Employee	Effective
#6308	3/13/19 & 3/14/19

ADJOURN THE MEETING

There being no further items to come before the Board at this time, motion by Mr. Bruno, seconded by Mrs. Parisi, and unanimously approved by roll call vote to adjourn the meeting at 9:07 p.m.

Veronica Wolf
Business Administrator/Board Secretary

Board President