

Englishtown, New Jersey
September 25, 2018

The Manalapan-Englishtown Regional Board of Education, in the County of Monmouth, State of New Jersey, convened on September 25, 2018 at 7:35 for a Regular Action Meeting. This meeting was held at the Administration Offices, 54 Main Street, Englishtown, 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, Annamarie Galante, Brian Graime, Janet Lewis, Christine Parisi, Dotty Porcaro, 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
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. School Visit

The Gordons Corner Fire Company, Manalapan, NJ will visit the Early Learning Center with a fire truck and firefighters, on Friday, October 5, 2018, 10:00 AM - 1:30 PM.

2. **Week of Respect**

All school districts are required to observe "Week of Respect" beginning with the first Monday in October. Therefore, the Manalapan-Englishtown Regional School District will observe "Week of Respect" October 1-5, 2018.

3. **School Violence Awareness Week**

All school districts are required to observe "School Violence Awareness Week" beginning with the third Monday in October. Therefore, the Manalapan-Englishtown Regional School District will observe "School Violence Awareness Week" October 15-19, 2018.

FOR THE BOARD'S ACTION

ADMINISTRATION

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

1. **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-1)

2. **Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act**

The NJDOE School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act July 1, 2017-June 30, 2018 (Att A-2 & Att A-3).

3. **Donation**

A donation valued at \$4,320 from Kaleo "Q Your School" program of 4 Auvi-Q per each of the elementary schools.

We would like to thank the Kaleo "Q Your School" program for their generosity and support.

ROLL CALL VOTE :

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

NAYS : None

ABSENT : None

BUSINESS

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

1. Minutes

The minutes of the following board meeting(s):

Item	Date	Meeting Type
a) Minutes	August 7, 2018	Action
b) Closed Session Minutes	August 7, 2018	Closed Session
c) Minutes	August 21, 2018	Action
d) Closed Session Minutes	Action 21, 2018	Closed Session
e) Minutes	September 4, 2018	Action
f) Closed Session Minutes	September 4, 2018	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 \$1,095,433.91.

3. Various Disbursements for the Month of June, 2018

The following disbursements for the month of June, 2018, in the amounts listed:

Account Name	Amount
Cafeteria Account	\$204,689.02
Flexible Spending Account	\$4,991.44
Manual Check Register	\$1,485,543.59
Payroll Agency Account	\$2,403,144.52
Student Activities - General	\$10,748.17
Unemployment Account	\$372.74

Workers Compensation Account	\$18,517.02
------------------------------	-------------

4. Various Disbursements for the Month of July, 2018:

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

Account Name	Amount
Cafeteria Account	\$65,651.61
Flexible Spending Account	\$24,571.97
Manual Check Register	\$1,861,056.80
Payroll Agency Account	\$621,499.75
Workers Compensation Account	\$10,424.03

5. Various Disbursements for the Month of August, 2018:

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

Account Name	Amount
Cafeteria Account	\$83,562.14
Flexible Spending Account	\$9,357.08
Manual Check Register	\$1,472,412.95
Payroll Agency Account	\$445,921.00
Unemployment Account	\$4,364.02
Workers Compensation Account	\$13,530.91

**6. Resolution - School Funding Litigation
Weiner Law Group, LLP**

The following resolution:

**MANALAPAN-ENGLISHTOWN REGIONAL BOARD OF EDUCATION
SCHOOL FUNDING LITIGATION**

WHEREAS, the School Funding Reform Act of 2008 (the "SFRA") reflects the current New Jersey law that provides State Aid to public school districts; and

WHEREAS, the Senate Bill 2 reflects the current application of the SFRA that provides State Aid to public school districts; and

WHEREAS, the New Jersey Legislature has appropriated limited monies to fund such State Aid for public school districts; and

WHEREAS, the arbitrary and inconsistent determination of the local fair share as determined by the State of New Jersey will negatively impact the taxpayers who support the Manalapan-Englishtown Regional School District; and

WHEREAS, the arbitrary and inconsistent determination of the adequacy amount as determined by the State of New Jersey will negatively impact the students who attend the Manalapan-Englishtown Regional School District; and

WHEREAS, other school districts are receiving more of their State Aid allocation pursuant to the SFRA, based on the arbitrary and inconsistent determination by the State of New Jersey, and

WHEREAS, such disparate treatment is neither “equal” nor “equitable” and is without a rational basis;

NOW THEREFORE BE IT RESOLVED that the Manalapan-Englishtown Regional School District hereby determines to initiate litigation to address the unequal and disparate results caused by the SFRA’s distribution of available State Aid and its impact upon its local taxpayers; and

BE IT FURTHER RESOLVED that the Manalapan-Englishtown Regional School District Administration is directed and authorized to provide whatever assistance is reasonably required in order to pursue such litigation in order to further the interests of the Manalapan-Englishtown Regional School District and its taxpayers; and

BE IT FURTHER RESOLVED that the Manalapan-Englishtown Regional School District retains the services of the Weiner Law Group, LLP to represent the Board in said litigation, at a cost not to exceed \$10,000. The cost of litigation is subject to change after consultation with other potential litigants. In the event there is a need for additional funds, the proposed expense would be considered by the Board of Education. Any such expenditure of funds will be processed according to the Manalapan-Englishtown Regional School District’s applicable procedures.

**7. Workers' Compensation - Order Approving Settlement
Claim #W001626096
Aristipo Sandoval v. Manalapan-Englishtown Regional BOE**

To memorialize a Workers' Compensation Settlement in the matter of Aristipo Sandoval v. Manalapan-Englishtown Regional Board of Education in the amount of \$29,970 (including fees) as approved by the Honorable Salvatore Martino on September 14, 2018. Settlement authority was previously granted by the Board of Education on June 26, 2018.

8. Surplus Equipment

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

Lafayette Mills

Asset Tag # 03904 - Pitsco Bridge Testing Device
Asset Tag # 23320 - Advance side-by-side floor scrubber

Milford Brook

Asset Tag # 23753 - Ride-on Floor Scrubber

Taylor Mills

Asset Tag # 21536 - Document Camera
Asset Tag # 15302 - Dell printer 1700
Asset Tag # 15242 - Dell printer 1700
Asset Tag # 15265 - Dell printer 1700

Asset Tag # 10505 - HP LASER JET 4050

9. Textbook Disposal - Taylor Mills School

The disposal of the following textbooks:

BOOK TITLE	PUBLISHER	COPYRIGHT/ PUBLICATION YEAR	NUMBER OF BOOKS
En Visions Gr. 3	Pearson	2012	115
En Visions Gr. 4	Pearson	2012	140
En Visions Gr. 5	Pearson	2012	130
A Closer Look Gr. 3	Macmillan/McGraw	2011	125
A Closer Look Gr. 4	Macmillan/McGraw	2011	140
A Closer Look Gr. 5	Macmillan/McGraw	2011	145

10. Textbook Disposal - Lafayette Mills School

The disposal of the following textbooks:

BOOK TITLE	PUBLISHER	COPYRIGHT/ PUBLICATION YEAR	NUMBER OF BOOKS
Reading Rewards	Houghton Mifflin	2005	10

11. Five (5) Year Commodity Resale Agreement with the County of Monmouth October 2018 through September 2023

The attached Commodity Resale Agreement between the County of Monmouth and the Manalapan-Englishtown Regional Board of Education for the five (5) year period beginning October 1, 2018 and ending September 30, 2023. Commodities available under the terms of this agreement are: Gasoline, Diesel Fuel, Snow Removal Chemicals, Public Works materials and supplies including road and roadway construction materials and such other materials as may be approved by the Director of the Division of Local Government Services. The Monmouth County Commodity Resale System (System Identifier 99174-MCCRS) and the Board enter into this agreement pursuant to the Rules governing cooperative purchasing, namely N.J.A.C. 5:34-7.15.

12. Site Access Agreement with the Township of Manalapan

A Site Access Agreement between the Manalapan-Englishtown Regional School District and the Township of Manalapan to permit SUEZ, the Township's current water operator, to access an area of the Wemrock Brook School site in order to install, operate and maintain a hydrant flushing station in accordance with the attached agreement.

13. Resolution Authorizing the Submission of Three Bond Proposals at the Special Election - December 11, 2018

The following resolution:

**RESOLUTION AUTHORIZING THE SUBMISSION OF
THREE BOND PROPOSALS AT THE SPECIAL SCHOOL ELECTION
FOR CONSIDERATION BY THE LEGALLY QUALIFIED VOTERS OF THE SCHOOL
DISTRICT**

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

1. It is hereby determined that three proposals together with an interpretive statement shall be submitted for voter approval at a special school district election to be held on December 11, 2018 between the hours of 2:00 p.m. and

8:00 p.m. as permitted and required by law. The form of the proposals and interpretative statement shall read substantially as follows with such adjustments as may be provided by bond counsel:

PROPOSAL NO. 1

The Board of Education of the Manalapan-Englishtown Regional School District in the County of Monmouth, New Jersey is authorized: (a) to provide for the construction of additions, renovations, and alterations at Lafayette Mills School, including acquisition and installation of furnishings, fixtures, equipment and site work; (b) to appropriate \$3,540,000 for such improvements; and (c) to issue bonds of the School District in the principal amount of \$3,540,000.

The final eligible costs of the improvements approved by the Commissioner of Education are \$90,000. 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 proposed improvements include \$858,000 for school facility 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 Board of Education is authorized to transfer funds among the projects approved at this election.

PROPOSAL NO. 2

The Board of Education of the Manalapan-Englishtown Regional School District in the County of Monmouth, New Jersey is authorized: (a) to provide for the renovations, alterations, and improvements at Clark Mills School, John I. Dawes Early Learning Center, Lafayette Mills School, Milford Brook School, Pine Brook School, and Taylor Mills School, including acquisition and installation of furnishings, fixtures, equipment and site work; (b) to appropriate \$14,688,000 for such improvements; and (c) to issue bonds of the School District in the principal amount of \$14,688,000.

The final eligible costs of the improvements approved by the Commissioner of Education are \$14,688,000 (consisting of \$3,922,000 for Clark Mills School, \$2,369,000 for John I. Dawes Early Learning Center, \$1,755,000 for Lafayette Mills School, \$1,889,000 for Milford Brook School, \$2,604,000 for Pine Brook School and \$2,149,000 for Taylor Mills School). 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 proposed improvements include \$0 for school facility 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 Board of Education is authorized to transfer funds among the projects approved at this election.

PROPOSAL NO. 3

The Board of Education of the Manalapan-Englishtown Regional School District in the County of Monmouth, New Jersey is authorized: (a) to provide for the renovations, alterations, and improvements, including the replacement of the heating, ventilation and air conditioning systems at Clark Mills School, Lafayette Mills School, Manalapan-Englishtown Middle School, Milford Brook School, Pine Brook School, and Taylor Mills School, including acquisition and installation of fixtures, equipment and site work; (b) to appropriate \$16,371,000 for such improvements; and (c) to issue bonds of the School District in the principal amount of \$16,371,000.

The final eligible costs of the improvements approved by the Commissioner of Education are \$16,371,000 (consisting of \$3,289,000 for Clark Mills School, \$2,520,000 for Lafayette Mills School, \$1,082,000 for Manalapan-Englishtown Middle School, \$3,908,000 for Milford Brook School, \$2,954,000 for Pine Brook School and \$2,618,000 for Taylor Mills School). 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 proposed improvements include \$0 for school facility 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 Board of Education is authorized to transfer funds among the projects approved at this election.

INTERPRETIVE STATEMENT

If all three bond proposals are approved by the voters at this election, the Board of Education will be authorized to undertake school capital projects for a total cost of \$34,599,000 and to issue bonds in the total principal amount of \$34,599,000 to fund the projects. The aggregate amount of the final eligible costs of the projects approved by the Commissioner of Education is \$31,149,000 (consisting of \$7,211,000 for Clark Mills School, \$2,369,000 for John I. Dawes Early Learning Center, \$4,365,000 for Lafayette Mills School, \$1,082,000 for Manalapan-Englishtown Middle School, \$5,797,000 for Milford Brook School, \$5,558,000 for Pine Brook School and \$4,767,000 for Taylor Mills School). The projects include \$858,000 for Lafayette Mills School 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 approved at this election. The Board of Education is authorized to transfer funds between the projects approved at this election.

2. This Board of Education hereby approves and adopts the three proposals set forth above, and, subject to the approval of the legal voters of the school district, hereby determines to carry out the improvements described therein (the "Projects").

3. This Board of Education hereby acknowledges and confirms that in accordance with N.J.S.A. 18A:24-16 and 18A:24-17 the supplemental debt statement has been prepared by the chief financial officer of the Township of Manalapan and the Borough of Englishtown (the “Constituent Municipalities”), giving effect to the proposed authorization of bonds of the School District in the maximum amount of bonds authorized in the proposals. The supplemental debt statement has been filed in the offices of the Constituent Municipalities respective Clerks and in the office of the Business Administrator/Board Secretary of this Board of Education prior to the final adoption of the 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 School Election.
4. The Business Administrator/Board Secretary is hereby authorized and directed to send a certified copy of the proposals and the interpretive statement to the County Clerk as required by N.J.S.A. 19:60-2, to request the County Clerk to submit the proposals together with the interpretive statement to the voters at a special school district election and to seek the assistance of the county officials and the municipal clerk in conducting the special school district election.
5. The Board of Education hereby acknowledges receipt of the Preliminary Eligible Costs (PEC) letters for the Projects from the Department of Education. The Board hereby elects to receive debt service aid pursuant to Section 9 of the Educational Facilities Construction and Financing Act, N.J.S.A. 18A:7G-1 *et seq.* (the “Act”). The Board further agrees to accept the determination of the preliminary eligible costs as final eligible costs as set forth in the PEC letters by the Department of Education and not to appeal. The Business Administrator/Board Secretary is authorized, if necessary, to notify the Department of Education of the Board’s election with respect to the eligible costs and its election to receive debt service aid.
6. Fraytak Veisz Hopkins Duthie, P.C. (FVHD Architects-Planners), 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 Business Administrator/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, in accordance with the requirements of N.J.S.A. 18A:18A-16, and such authorizations and delegations are hereof reconfirmed.
7. The educational plans, where required, 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.

8. The Board President, the Superintendent of Schools, the Business Administrator/Board Secretary, the Project Architect, Bond Counsel and other appropriate representatives of the Board of Education (the "Board Representatives") have heretofore been authorized, and such authorization is hereby reconfirmed, to submit the educational plans, where required, and the schematic plans for the Projects, together with such other information as may be required, to the State Department of Education for approval and to make application to the Commissioner of Education for approval of the educational plans, where required, the schematic plans and the Projects and, if necessary, any required amendment to the long-range facilities plan, in accordance with the requirements of the Act and N.J.A.C. 6A:26-2.1(f), 6A:26-2.3, 6A:26-3.1 and 6A:26-3.2.
9. The Board Representatives have heretofore been and are hereby further authorized and directed to submit the plans and any other required information to the Planning Board and the Department of Environmental Protection for review and comment, if necessary, and such authorization and direction are hereby reconfirmed.
10. This Board of Education hereby makes the following covenants and declarations with respect to obligations determined to be issued by the Business Administrator/Board Secretary through a public offering or private placement or through a conduit borrower on a tax-exempt basis. The Board of Education hereby covenants that it will comply with any conditions subsequent imposed by the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exemption from taxation of interest on its bonds or notes if issued as tax exempt, including, if necessary, the requirement to rebate all net investment earnings on the gross proceeds above the yield on its bonds or notes. The Business Administrator/Board Secretary is hereby authorized to act on behalf of the Board of Education to deem the obligations authorized herein as bank qualified for the purposes of Section 265 of the Code, when appropriate. The Board of Education hereby declares the intent of the Board of Education to issue bonds or temporary notes in the amount not to exceed the amount set forth in the bond proposals approved by the voters as set forth in Section 1 and to use the proceeds to pay or to reimburse expenditures for the costs of the school capital projects authorized therein. This resolution is a declaration of intent within the meaning and for purposes of Treasury Regulations §1.150-2 or any successor provisions of federal income tax law.
11. The Board Representatives are hereby authorized to take all steps necessary to implement this resolution. Any actions authorized herein and taken prior hereto are hereby ratified. The Business Administrator/Board Secretary is further authorized to act on behalf of the Board of Education to make such

determinations required of the Board of Education for the conduct of the election as may become necessary.

12. This resolution shall take effect immediately.

14. **Bond Counsel Services - Referendum
McManimon, Scotland & Baumann, LLC**

The following resolution:

**RESOLUTION AUTHORIZING AN AGREEMENT FOR CERTAIN
LEGAL SERVICES ADOPTED BY THE BOARD OF EDUCATION OF THE
MANALAPAN-ENGLISHTOWN
REGIONAL SCHOOL DISTRICT IN THE COUNTY OF MONMOUTH**

WHEREAS, there exists a need for specialized legal services in connection with the capital program and the authorization and the issuance of obligations of the Board of Education of the Manalapan-Englishtown Regional School District in the County of Monmouth (the "Board"), a body corporate of the State of New Jersey, including the review of such procedures and the rendering of approving legal opinions acceptable to the financial community; and

WHEREAS, such specialized legal services can be provided only by only a recognized Bond Counsel firm and the law firm of McManimon, Scotland & Baumann, LLC, Roseland, New Jersey is so recognized by the financial community; and

WHEREAS, funds are or will be available for this purpose;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE MANALAPAN-ENGLISHTOWN REGIONAL SCHOOL DISTRICT IN THE COUNTY OF MONMOUTH, AS FOLLOWS:

1. The law firm of McManimon, Scotland & Baumann, LLC, Roseland, New Jersey is hereby retained to provide specialized legal services necessary in connection with the capital program and the authorization and the issuance of obligations of the Board in accordance with an Agreement dated as of September 25, 2018 and submitted to the Board (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(I), because it is for services performed by persons authorized by law to practice a recognized profession.

3. A copy of this resolution as well as the Contract shall be placed on file with the Secretary of the Board.
4. A notice in accordance with the Public School Contracts Law of New Jersey in the form attached hereto shall be published in the Asbury Park Press.

15. **Municipal Advisor Service - Referendum - Phoenix Advisors, LLC**

The following resolution:

**RESOLUTION AUTHORIZING AN AGREEMENT FOR CERTAIN
MUNICIPAL ADVISORY SERVICES ADOPTED BY THE BOARD OF EDUCATION
OF
THE MANALAPAN-ENGLISHTOWN REGIONAL SCHOOL DISTRICT
IN THE COUNTY OF MONMOUTH**

WHEREAS, there exists a need for municipal advisor services in connection with the capital program and the authorization and the issuance of obligations of the Board of Education of the Manalapan-Englishtown Regional School District in the County of Monmouth (the "Board"), a body corporate of the State of New Jersey, including pre-referendum planning and analysis, financing strategy/structure and coordination/execution of financing; and

WHEREAS, such municipal advisor services can be provided only by only a recognized Independent Registered Municipal Advisor and Phoenix Advisors, LLC, Bordentown, New Jersey is so recognized by the Municipal Securities Rulemaking Board (MSRB) and Securities and Exchange Commission (SEC); and

WHEREAS, funds are or will be available for this purpose;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE MANALAPAN-ENGLISHTOWN REGIONAL SCHOOL DISTRICT IN THE COUNTY OF MONMOUTH, AS FOLLOWS:

1. Phoenix Advisors, LLC, Bordentown, New Jersey is hereby retained to provide municipal advisor services necessary in connection with the capital program and the authorization and the issuance of obligations of the Board in accordance with a Proposal dated as of September 11, 2018 and submitted to the Board (the "Proposal").
2. The services are awarded without competitive bidding as a "Professional Service" in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-5(a)(l), because it is for services performed by persons authorized by law to practice a recognized profession.

3. A copy of this resolution as well as the Proposal shall be placed on file with the Secretary of the Board.
4. A notice in accordance with the Public School Contracts Law of New Jersey shall be published in the Asbury Park Press.

ROLL CALL VOTE :

- AYES :** Mr. Bruno (Not Item 13), Mrs. Galante, Mr. Graime, Mrs. Lewis, Mrs. Parisi, Mrs. Porcaro, Mrs. Schechter, Mrs. Semel, Mr. Tringali (Not Items 1-a,b,e,f)
- NAYS :** Mr. Bruno (Only Item 13)
- ABSTAIN :** Mr. Tringali (Only Items 1-a,b,e,f)
- ABSENT :** None

CURRICULUM

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

1. Student Teaching

The following student teacher for the Spring 2019 term.

Student	College/School	Teacher(s)	School	Grade
Ashley Arbital	Rider University	J. Giuffrida	ELC	Kindergarten
Raquel Longo	Rider University	M. Tobio	Clark Mills	4

2. Student Classroom Observers

The following student classroom observers for the Fall 2018 term

Student	College/School	School	Grade/Teacher
Caroline Corcoran	Wall Township High School	ELC	Occupational Therapist/ L. Dougherty
Kaitlyn DeMerrit	Marist College	CM	2/A. Giuca
Marissa Grande	Monmouth University	LM	2/E. D'Angelo
Amanda Skunakis	Monmouth University	LM	1/L. Favale

Megan Spinelli	Monmouth University	LM	4/M. Avidon
Bianca Toto	Monmouth University	LM	2/D. David

3. Curriculum Trips

The following curriculum trips:

School	Teacher	Grade	Date	Destination	Reason
MB	P. Heagele	4/5	10/17/18	Grounds for Sculpture Hamilton, NJ	Art Curriculum
MB	D. Fisher	4	12/14/18	Target Manalapan, NJ	Community Service
LM	J. Cooperman M. Sharar	4	5/15/19 5/16/19	Allaire State Park Wall, NJ	Educational Curriculum
MEMS	L. Daccurso	7	5/21/19 5/22/19	Monmouth Battleground State Park Manalapan, NJ	Educational Curriculum

4. Finance Park Trip 2018-2019

The following grade 8 curriculum trips to Junior Achieve of New Jersey for Finance Park in Edison, NJ for the 2018-2019 school year.

Date
1/11/19
1/15/19
1/17/19
1/18/19
4/29/19
4/30/19

5. Professional Development

To approve teachers to create professional development for October 8, 2018, Professional Development Day for no more than four hours at a rate of \$34.50/contract.

6. ESL Advisory Committee/Family Night

A maximum of 5 teachers to create, plan, and facilitate a parent ESL Advisory Committee and ESL Family Night at a maximum of 15 hours each at the contractual non-instructional hourly rate. The committee will hold nightly meetings throughout the school year to discuss topics related to school life. The ESL Family Night is an annual event that is held at the end of the year. This will be funded through Title III funds.

7. Supplemental Language Assistance Program for Immigrant Students

To approve one teacher to create and implement a Supplemental Language Assistance Program for Immigrant Students for no more than twenty hours at a rate of \$34.50/contract. The program will provide academic counseling for immigrant students, including district information regarding curriculum, technology, assessments, and supplies. This will be funded through Title III Immigrant funds.

8. Title I-A Parent Workshops

To approve teachers to create and facilitate workshops for parents on how they can assist their student in meeting the ELA standards. This will be funded through Title I-A.

9. Battle of the Books

The following book be added to the list for "Battle of the Books":

Roller Girl by Victoria Jamieson.

10. Title IA ELA Extra Assistance

To approve teachers to assist students in meeting the ELA standards in a push in setting or extended day setting at the Title I-A schools. This will be funded through Title I-A.

ROLL CALL VOTE :

AYES : Mr. Bruno, Mrs. Galante, Mr. Graime, Mrs. Lewis,
Mrs. Parisi, Mrs. Porcaro, 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 Mrs. Parisi, seconded by Mrs. Lewis, 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. Amoia, Nancy	Instructional Assistant	FTINS001	MEMS	2/1/2019

We appreciate Ms. Amoia's over 26 years of service to the District.

Employee	Position	Position Code	Location	Effective Date
b. Svenningsen, Joan	Secretary	MESCY002	MEMS	2/1/2019

We appreciate Ms. Svenningsen's over 25 years of service to the District.

3. 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
- 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. Baldari, Lauren	Teacher	TM	12/01/18-1/11/19		1/14/19-4/10/19			
b. Chaney, Tara	Teacher	PB					9/12/18 (ATT. P1)	
c. Cirelli, Americo	Bus Driver	Trans	10/1/18-11/16/18 (am)	11/16/18 (pm)	11/19/18-11/29/18			7/24/18
c. Dalfonzo Danielle	Teacher	MB	01/02/19-02/13/19		02/14/19-04/12/19			
d. Malanga, Katherine	Teacher	TM	11/29/18-1/9/19		1/10/19-4/5/19	4/8/19-6/25/19		
e. Wind, Michelle	Teacher	MB	01/23/19-03/24/19		03/25/19-6/25/19			

4. Appointment

The following appointment:

Teacher:

Employee	Position/Position Code/Location	Guide	Step	Salary	Certification	Effective
a. Perez, Michael*	Computer Technology Teacher/MLCM003/TM & LM	1	A	\$60,242 (Prorated)	Elementary School Teacher K-6	10/15/18-6/30/19

5. Transfer:

The following transfer effective as noted:

Employee	FROM Position/Position Code/Program Code/Location	TO Position/Position Code/Program Code/Location	Effective
a. Silano, Jean	Instructional Assistant/PTINS021/213/ME	1:1 Instructional Assistant/PTINS021/217/TM	9/12/18-6/30/19

6. Job Description - Physical Plant Office Manager

The attached job description for Physical Plant Office Manager: (Att. P2)

7. **Translator**

The following translator for the 2018-2019 school year:
(Paid via timesheets)

Employee	Position	Hourly Rate
Rivera, Adriana	Spanish Translator	\$34.50

8. **Social Studies/Reader’s Workshop Resource Development/
Professional Development Creation**

Additional hours for the following teachers that created professional development and choose resources for the integration of reading workshop into social studies at the hourly rate of \$34.50, not to exceed an additional 3 hours per teacher, effective July 1, 2018: (Paid via timesheets)

Employee
a. Jusinski, Gregory

9. **Reading Disabilities Workshop**

The following teacher(s) to facilitate a one hour state required Reading Disabilities Workshop at the hourly rate of \$34.50: (Paid via timesheets)

Employees
a. Jay, Lisa
b. Stanley, Danielle

10. **Professional Development Workshop on Virtual Reality Headsets**

The following teacher(s) to create a professional development workshop on Virtual Reality (VR) Headsets at the hourly rate of \$34.50, not to exceed 4 hours: (Funded through Title II funds, paid via timesheets)

Employee
a. Jusinski, Gregory

11. **Home Instruction**

All certified staff as Home Instructors on an as-needed basis for the 2018-2019 school year at the hourly rate of \$34.50. (Paid via timesheets)

12. ESL Advisory Committee/Family Night

The following teacher(s) to create, plan, and facilitate a parent ESL Advisory Committee and ESL Family Night at a maximum of 15 hours each at the hourly rate of \$34.50: (Funded through Title III funds, paid via timesheets)

Employees
a. De Oliveira, Nidia
b. Elgart, Ilisse
c. Huchko, Christal
d. Rivera, Adriana
e. Yang, Kelly

13. Change in Guide

The following change in guide effective, September 1, 2018:

Employee	From Guide/Step/Salary	To Guide/Step/Salary
a. Gottlob, Hilary	1/G/\$59,802	2/G/\$62,102
b. Drigon, Toni-Marie	1/G/\$59,802	3/G/\$63,802
c. Brandt, Diane	1/G/\$59,802	3/G/\$63,802

14. Change in Honorarium

The following change in Honorarium for the 2018-2019 school year:

Honoraria	Location	From	To	Amount	Full/Split Payment	Pay Period
a. National Junior Honor Society	ME	Eve Fleishman	Eve Fleishman/ Gina Mancini	\$2,673	Split	Feb/June
b. Jersey Shore Science	ME	Marie Behnke Kathleen Whitney	Marie Behnke Dawn Danza	\$3,987 \$3,987	Full	Nov/Feb/ June

Change in minutes of 6/12/18

15. Change in Status

The following changes in status:

Employee	From Position/Location	To Position/Location	Longevity	Salary	Effective
a. Reel, Jennifer	.5 Instructional Assistant/ MB	.7 Instructional Assistant/ MB		\$18,273 (prorated)**	9/13/18-6/30/19

b.	Kaminski, Dawn	.5 Instructional Assistant/ WB	.7 Instructional Assistant/ WB	\$105.00	\$18,378 (prorated)**	9/6/18-6/30/19
c.	Ljajka, Lisa	.5 Instructional Assistant/LM	.7 Instructional Assistant/LM		\$18,273 (prorated)**	9/6/18-6/30/19

Change in minutes of 6/12/18

** (Pending Negotiations)

Employee	From Position/Location	Run	From Hours	To Hours	Base Salary	Longevity	Gross Salary	Effective
d.	Applegate, Susan	SE	5 Hrs*	5 Hrs. 40 Mins*	\$22,293	\$225	\$22,518 (prorated)*	9/1/18-6/30/19

* Change in minutes of 9/4/18

** Pending Contract negotiations

Employee	From Position/Location	To Position/Location	Longevity	Salary	Effective	
e.	Carbonara, Maria	.5 Instructional Assistant/ MB	.7 Instructional Assistant/ MB	\$105	\$18,378 (prorated)**	9/25/18-6/30/19
f.	Schreiber, Tracy	.5 Instructional Assistant/ WB	.6 Instructional Assistant/ WB	\$90	\$15,752 (prorated)**	9/25/18-6/30/19

Change in minutes of 6/12/18

** (Pending Negotiations)

Employee	From Position/Location	Run	From Hours	To Hours	Base Salary	Longevity	Gross Salary	Effective
g.	Alvear, Theresa	SE	7 Hrs*	6 Hrs. 45 Mins*	\$26,554		\$26,554 (prorated)**	10/10/18-6/30/19

* Change in minutes of 9/4/18

** Pending Contract negotiations

16. Change in Contract End Date

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

Employee	Position/Position Code/Location	Effective Date
Fortuna, Jaclyn	Replacement Resource Room Teacher/D.Reid/CMRES008/CM	9/1/18-6/30/19

Change in minutes of 6/26/18

17. Correction in Guide

The following change in guide effective, September 1, 2018:

Employee	From Guide/Step/Salary	To Guide/Step/Salary
a. Peters, Shari	3/E/\$64,892	4/E/\$64,892

Change in minutes of 8/21/18

18. Child Study Team Referral Meeting

The following regular education teacher to attend scheduled Child Study Team Referral meeting, effective as noted: (Paid via timesheets)

Employee	Hourly Rate	Hours	Meeting Date
a. Scrofani, Melissa	\$34.50	1	8/30/18

19. Before/After School Activities

The following employees for Before/After School Activities for special needs student(s) 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	\$27.51	12	9/18/18-12/4/18
b. Szelest, Sharron	Fall Track	MEMS	\$27.51	34	9/17/18-10/17/18

20. Substitute Additions/Deletions/Certification Changes/Nurse List

The following effective as noted:

Additions:

Employee	Category	Rate of Pay	Effective
a. Barone, Laura*	Sub Teacher	\$85	9/26/18
b. Guippone, Grace*	Sub Teacher	\$80	9/26/18
c. Waring, Jessica*	Sub Teacher	\$85	9/26/18

Additions:

Employee	Category	Rate of Pay	Effective
d. Halls-David, Adell*	Sub Bus Driver	\$22.50	9/26/18

Authorize the assignment to vehicle schedule BF as per N.J.A.C. 6:23A-6.12

Deletions:

Employee	Category	Effective
e. Allen, Zena	Sub Bus Driver	8/30/18
f. Friedman, Carla	Sub Bus Driver	9/6/18

To remove the attached substitute teachers from the 2018-2019 Substitute Teacher List, effective September 26, 2018: (Att. P3) (Change in minutes of 6/18)

Certification Changes:

Employee	Category	Rate of Pay	Effective
g. Balzofiore, Brittany	Sub Teacher	\$85	9/6/18
h. Morales, Gil	Sub Teacher	\$85	9/6/18

Additions:

Employee	Category	Rate of Pay	Effective
i. Curcio, Anthony*	Sub School Security Officer	\$25.00	9/26/18
j. Kleinknecht, Jacob*	Sub School Security Officer	\$25.00	9/26/18

21. Honorarium

The following Honorarium for the 2018-2019 school year:

Honorarium	Location	Employee	Amount	Full/Split Payment	Pay Period
Intramural Coach	ME	Cugini, Laura	\$60.00	Full	Per day

22. Change in Resignation Effective Date

The following change in employee resignation effective date:

Employee	Location	Position	Position Code	Effective Date
Laura Ackerman	LM & TM	Computer Teacher	MLCOM003	10/12/18***

Change in minutes of 9/4/18

***Or sooner, pending release date of replacement

23. Leave of Absence-Union Leave

The Union unpaid leave of absence for Jeanne Franklin, to serve as the Secretary-Treasurer of the Transport Workers Union, effective October 15, 2018, through June 30, 2019. This will be the first year of a three year term, as per the agreement between the Manalapan-Englishtown Board of Education and the Transport Workers Union of America Local 225 Branch 4 AFL-CIO, XX-C.

24. Salary Change-Black Seal License

The following salary change for obtaining a Blackseal License, effective September 26, 2018.

Employee	Location	Position	Base	Black Seal	Shift Diff	Gross Salary
Nikolettos, Georgios	MS & TM	Custodian	\$43,254	\$500	\$600	\$44,354

Change in Minutes of 6/28/18

25. After School Social Program

The following Special Education Teachers and Instructional Assistants for the 2018-2019 After School Social Program from 10/3/18-5/22/19, for 2 hours a day, not to exceed 60 days: (Paid via timesheets)

Employee	Position	Hourly Rate
a. Ahearn, Jeanine	Instructional Assistant	\$20.91
b. Ambrosia, Lindsay	Instructional Assistant	\$20.91
c. Bertelle, Diane	Instructional Assistant	\$27.51
d. Burns, Patricia	Instructional Assistant	\$20.91
e. Colantoni, Marianne	Instructional Assistant	\$20.91
f. Porta, Kendra	Special Education Teacher	\$45.40
g. Roskos, Scott	Special Education Teacher	\$52.48
h. Semegram, Felice	Special Education Teacher	\$69.96
i. Sette, Jacqueline	Instructional Assistant	\$27.51
j. Traina, Lisa	Instructional Assistant	\$20.91
k. Velie, Melissa	Instructional Assistant	\$20.91

26. Project Achievement

The following employee(s) for Project Achievement, for the 2018-2019 school year: (Paid via timesheets)

Employee	Location	Hourly Rate	Meeting Rate
a. DelCotto, Anthony	CM	\$53.12	\$34.50
b. Gross, Melissa	PB	\$42.46	\$34.50
c. Hackman, Christopher	CM	\$46.91	\$34.50
d. King, Marcia	PB	\$49.87	\$34.50
e. Leder, Karen	PB	\$51.12	\$34.50
f. Morgan, Michele	PB	\$43.97	\$34.50
g. Pallitto, Samantha	PB	\$42.46	\$34.50

ROLL CALL VOTE :

AYES : Mr. Bruno, (Not Item 11), Mrs. Galante, Mr. Graime, Mrs. Lewis, Mrs, Parisi, Mrs. Porcaro, Mrs. Schechter, Mrs. Semel, Mr. Tringali (Not Item 23)

NAYS : None

ABSTAIN : Mr. Bruno (Only Item 11), Mr. Tringali (Only Item 23)

ABSENT : None

CLOSED SESSION

Motion by Mr. Bruno, seconded by Mr. Graime, 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 9:19 p.m. for the purpose of discussing:

1. Personnel Matters: - Employees #6118, #5986, #6597
2. Litigation - Workers Compensation - Employee #4303

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 THE MEETING

Motion by Mr. Tringali, seconded by Mr. Graime, and unanimously approved by roll call vote to open the meeting at 10:43 p.m.

ADJOURNMENT

There being no further items to come before the Board at this time, motion by Mr. Tringali, seconded by Mr. Graime, and unanimously approved by roll call vote to adjourn the meeting at 10:44 p.m.

Veronica Wolf
Business Administrator/Board Secretary

Board President