

Action Meeting Summary
Minutes – December 15, 2003

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MISSION STATEMENT:

To provide every child with the highest quality of instruction, curricula, and services; to treat every child with respect and dignity; to give every child the opportunity to learn and mature, to acquire a thirst for knowledge, to experience the satisfaction of accomplishment, and to anticipate becoming a productive member of a democratic society.

VISION STATEMENT:

Upon leaving the Matawan-Aberdeen Regional School District, all children will credit us with having given them what they need educationally to help them succeed in life in the pursuit of their own goals.

ACTION MEETING on December 15, 2003, Administration Building, One Crest Way, Aberdeen, New Jersey.

I. CALL TO ORDER

Ms. Zavorskas presiding called the Regular Action Meeting to order at 8:00 P.M.

II. PLEDGE OF ALLEGIANCE**III. SUNSHINE STATEMENT**

Ms. Zavorskas 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 at its annual Organization Meeting adopted a schedule of the year's regular meetings and said schedule was posted publicly, sent to our official newspaper, the Municipal Clerks of the Borough of Matawan and the Township of Aberdeen, and the Aberdeen-Matawan Joint Free Public Library, within seven days following the Organization Meeting."

IV. ROLL CALL:

Present: Mr. Barbato, Ms. Demarest, Mr. Donaghue, Mr. Fumarola,
Ms. Rubino, Ms. Zavorskas
Absent: Mr. Marinella (Arrived at 8:02 p.m.), Mr. O'Connell (Arrived at 8:02 p.m.),
Ms. Williams (Arrived at 9:00 p.m.)
Also Present: Mr. Quinn, Mr. Glastein, Mr. Rodgers, Mr. Gross, Ms. Venter

V. EXECUTIVE SESSION RESOLUTION

Motion by Mr. Barbato, seconded by Ms. Rubino.

THE SUPERINTENDENT RECOMMENDS: That the Board of Education authorize an Executive Session for Personnel, Student Matters, Contract Matters or Litigation and Attorney Client Privilege.

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN
	8	0	1	0
			Williams	

VI. APPROVAL OF MINUTES:

Motion by Mr. Barbato, seconded by Ms. Demarest.

THE SUPERINTENDENT RECOMMENDS: That the Board of Education approves the minutes of November 24, 2003, Regular Action Meeting.

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN
	8	0	1	0
			Williams	

VII. CORRESPONDENCE

Ms. Zavorskas read correspondence received from the New Jersey Army National Guard explaining the tuition-free college education available for members of the New Jersey Army National Guard at all New Jersey Public Colleges and Universities.

VIII. BOARD PRESIDENT'S REPORT

Ms. Zavorskas mentioned the following in her report to the Board:

- Thanks to all involved in activities and concerts at each of the schools.
- "You Can't Take it With You" Fall Drama at the high school.
- Wish to all for "Happy Holidays" and enjoyable break.

IX. SUPERINTENDENT'S REPORT

Mr. Quinn elaborated on the following in his report to the Board:

- Bid awards and discrepancy and need for clarification before Elementary School Mechanical and Electrical bid award.
- Incident at high school where student was found with a handgun and his subsequent indefinite suspension.
- Security at the high school.
- Elementary School Reorganization discussion and plans for public presentations at each of the elementary schools in January and opportunity for public comment regarding reorganization at that time.

X. STUDENT REPRESENTATIVE'S REPORT

Student Representative Emma Walenciak talked about the following in her report to the Board:

- Congratulations to varsity letter recipients and participants in the Fall Drama at the high school.

XI. PRESENTATIONS

None

XII. COMMENTS AND QUESTIONS FROM THE PUBLIC RELATING TO BOARD AGENDA ITEMS.

Members of the public questioned the timelines regarding elementary school reorganization coming before the Board.

Mr. Quinn stated presentations would be made at each of the elementary schools at which time the public will have an opportunity to be heard.

Ms. Zavorskas reminded the public that this public comment portion of the meeting is for items related to Board Agenda items only.

XIII. COMMITTEE REPORTS**A. PROGRAM COMMITTEE - Carolyn Williams, Chairperson**

Motion by Mr. Donaghue, seconded by Ms. Rubino.

THE SUPERINTENDENT RECOMMENDS: That the Board of Education adopt all of the items listed within the Program agenda as a consent agenda, allowing for any member of the Board to request that an item or items be voted upon separately.

1. Program

- a. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the overnight field trip for the Matawan Regional High School to Cleveland, Ohio from June 2, 2004 to June 6, 2004. **(Program Attachment 1)**
POLICY: 6153 Field Trips

RATIONALE: For seniors to bond before they graduate and move on.

COST:	TOTAL COST:	\$28,920.00
	Student Cost:	\$27,960.00 (Fund Raising)
	Board of Education Cost:	* \$960.00
	* 6 Substitutes @ approximately \$80.00 x 2 days	

EFFECTIVE DATE: December 16, 2003

- b. THE SUPERINTENDENT RECOMMENDS: That the Board of Education adopt the District calendar for the 2004-2005 school year. **(Program Attachment 2)**
POLICY: 6111 School Calendar

RATIONALE: As per Board of Education Policy. MRTA, UNITE, MRAA, and SEIU were consulted.

EFFECTIVE DATE: December 16, 2003

Mr. Barbato and Mr. Donaghue remarked on details of the District calendar for school year 2004-2005.

Mr. Quinn explained the reason for early approval of the school calendar due to the need to let contractors know when school will be in session.

- c. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the following textbook(s):
POLICY: 614J Curriculum Design/Development

COURSE	TITLE	PUBLISHER	COPY-RIGHT
Athletic Training	Basic Athletic Training	Cramer Products	1999

RATIONALE: Curriculum was revised to reflect the Core Curriculum Content Standards. This textbook was chosen to support instruction aligned with the New Jersey Core Curriculum Content Standards, after reviewing a number of textbooks, based upon content match to our curriculum.

ACCOUNT: 11-190-100-640-04-1800-0

EFFECTIVE DATE: December 16, 2003

- d. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the submission of the No Child Left Behind Act, Fiscal Year 2003 Final Report/Carry-Over Application in the amount of \$4,658.00. (Program Attachment 3)
2130 POLICY: 3280 Gifts, Grants, and Bequests

COST: \$0 (Carry-Over of Revenue)

ACCOUNT: N/A

EFFECTIVE DATE: December 16, 2003

2. Special Services

- a. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the following students to attend out-of-district placements for the 2003-2004 school year program.
POLICY: 6171.4 Special Education

STUDENT	AGE	CLASS	SCHOOL	REASON	COST
0306-011	4.7	Pre-School Disabled	Bayshore Learning Academy	Change in Placement	36,000.00

RATIONALE: This student has been diagnosed with PDD. He requires a full day structural program to cope with his high activity level and lack of focus.

COST: \$ 36,000.00

ACCOUNT: 11-000-100-566-09-2701-0

EFFECTIVE DATE: December 8, 2003 (Retroactive)

- b. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the following students to attend out-of-district placements for the 2003-2004 school year program.

POLICY: 6171.4 Special Education

STUDENT	AGE	CLASS	SCHOOL	REASON	COST
0106-0017	12-0	Emotionally Disturbed	Coastal Learning Center	Change in Out of District Placement	\$32,979.60

RATIONALE: Student has attended the Rugby School since elementary school. On November 5, 2003, student was dismissed from Rugby due to on-going behaviors, violations during 15 day probation period. Student requires a specialized program that will provide support, structure and counseling as a component to his education.

COST: \$32,979.60

ACCOUNT: 11-000-100-566-09-2701-0

EFFECTIVE DATE: December 1, 2003 (Retroactive)

- c. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the Multiple Disabilities class for elementary age students at Matawan Avenue Middle School.

(Program Attachment 4)

POLICY: 6171.4 Special Education

RATIONALE: This class will address the needs of students with learning and behavior problems within the district and avoid when possible, out of district placement.

EFFECTIVE DATE: December 16, 2003

ROLL CALL VOTE:

AYES	NAYS	ABSENT	ABSTAIN
8	0	1	0
		Williams	

B. PERSONNEL COMMITTEE – LAWRENCE O’CONNELL, Chairperson

Motion by Mr. O’Connell, seconded by Ms. Demarest.

THE SUPERINTENDENT RECOMMENDS: That the Board of Education adopt all of the items within the Personnel agenda including the Addendum as a consent agenda allowing for any member of the Board to request that an item or items be voted upon separately.

1. RESIGNATIONS/RETIREMENTS

POLICY: 4112.1 Individual Contracts-Certificated Staff

4212.1 Individual Contracts-Non-Certificated Staff

- a. **THE SUPERINTENDENT RECOMMENDS:** That the Board of Education approve the retirement/resignation/termination/rescission of the following individual (s) as listed below:

NAME	LOC	POSITION	REASON	DATE EMPL	EFF DATE
MAJORCA, ANTHONY	HS	Psychologist	Retirement	2/5/01	2/1/04

2. **LEAVES OF ABSENCE**

POLICY: 4151 Attendance Patterns

4151.1 Personal Illness and Injury/Health and Hardship

- a. **THE SUPERINTENDENT RECOMMENDS:** That the Board of Education grant a leave of absence to the following staff member (s) as listed below:

NAME	SCH	POSITION	TYPE OF LEAVE	WITH/ W/O PAY	EFF DATE
ARAGON, ANA	CL	Custodian	Personal	Without	11/26/03-12/3/03
KULK, LORRAINE	HS/RD	Art Teacher	Personal	Without	12/17/03-6/30/04
HILLYER, PATRICIA	MA	Science Teacher	Maternity Leave Disability Phase	With Without	3/10/04-4/16/04 4/17/04-5/28/04
MC INERNEY, NANCY	MA	Social Studies Teacher	Personal	Without	3/10/04-3/12/04
HUGHES, JESSICA	MA	English Teacher	Medical	Without	12/11/03-1/04/04
VENA SR. EUGENE	RD	Custodian	Personal	Without	11/24/03- 11/26/03
MARION, COLLEEN	ST	Kindergarten Teacher	Maternity Leave Disability Phase Child Care Phase (Family Leave)	With Without	2/23/04-4/16/04 4/19/04-5/21/04

3. **JOB DESCRIPTIONS:**

- a. **THE SUPERINTENDENT RECOMMENDS:** That the Board of Education approve the establishment of the new positions Supervisor-Custodial Operations, ISS to Supervisor of Operations & Maintenance and Communications Officer/Community Liaison (Part Time position) by also approving their job descriptions as per Personnel Attachment #'s 1, 2 and 3 respectively.

RATIONALE: Positions necessary due to referendum programs or board goals.

COST: Supervisor (maximum \$42,100); ISS (based on Unite guide); Communications (\$18.00/hr; maximum 24 hrs/wk)

ACCOUNT: Various

EFFECTIVE DATE: January 1, 2004 or upon appointment, whichever is later.

4. APPOINTMENTS

POLICY:

4111/4211	Recruiting, Selection and Hiring
4142/4242	Salary Checks and Deductions
4121	Substitute Teachers
4122	Student Teachers/Interns
4213/4214	Assignment/Transfer

- a. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the appointment of the following individual (s) as listed below:

NAME	SCH	POSITION	STEP	SALARY/ STIPEND	# INT	REPLACE REASON	EFF. DATE
IRONS, FAYE *	HS	Assistant Principal (Temporary)	N/A	\$1003	1	Martucci (Sick Leave) (Temporary Position)	On or about 1/5/04 up to approximately 8 weeks
GRUBB, CAROL *	HS/ RD	Art Teacher	C-02	\$37,450 (pro-rated)	1	Kulik (Personal Leave) (Replacement)	12/16/03- 6/30/04
NAUSEDAS, JAMES	HS	Hallway Safety & Security Monitor	FF-03	\$13,800 (pro-rate)	2	New	2/2/04-6/30/04
SAMAHA, JOANNE	HS	Instrumental Music Teacher	C-02	\$37,450 (pro-rated)	1	Vinci (Sick Leave) (Replacement)	12/16/03- 6/30/04

***Per Addendum**

NOTE: The law on background checks requires ultimate clearance prior to any employment becoming final. Where applicable, employment is predicated upon receipt of final certification(s). Effective dates may be subject to change due to availability.

RATIONALE: As indicated above.

COST: Per MRTA and UNITE guides.

ACCOUNT: Contractual salaries.

EFFECTIVE DATE: 2003/2004 school year.

Mr. Quinn and the Board discussed stipend details for the temporary Assistant Principal position and information regarding the Hallway Safety and Security Monitor at the high school.

- b. THE SUPERINTENDENT RECOMMENDS: That the Board of Education provisionally approve additions to the list of SUBSTITUTES as follows:

TEACHERS:	ACCOUNT: 11-XXX-100-101-XX-XXXX-9
CATEGORY I	
COLLIER, SHANNON	Elementary School Teacher
ORLANS, SHIRLEY	Teacher of the Handicapped/Teacher of Physical Education/Teacher of Health Education
CATEGORY II	
DOS SANTOS, MARIANA	All Grades K-12
DANIEL, FRANCIS	All Grades K-12
HUZA, MICHELLE	All Grades K-12
CATEGORY III	
BERGER, LAURA	All Grades K-12
ZULAKH, POLINA	All Grades K-12

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

RATIONALE: As noted above

COST: As per substitute rates.

ACCOUNT: As noted above.

EFFECTIVE DATE: 2003/2004 school year.

- c. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve an adjustment to the salary of the following staff member as follows:

NAME	LOC	TO
GALVAO, DAVID	CO	\$75,000

RATIONALE: Mr. Galvao has completed his probationary period and has taken on added responsibilities of the Referendum.

ACCOUNT: Individual contract.

EFFECTIVE DATE: 1/1/04

- d. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the following staff members/individuals to the Extra-Curricular Activities as follows:

NAME	LOC	POSITION	# INT	STIPEND/STEP
JESTER, JACKIE	MA	Theatre Arts-Design/Set Construction	1	\$2550

RATIONALE: As noted above. Included in MRTA contract.

COST: As per MRTA contract.

ACCOUNT: Contractual salaries.

EFFECTIVE DATE: 2003/2004 school year.

- e. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the following college students/observers as listed below:

NAME	COLLEGE	COOPERATING TEACHER	SCHOOL/AREA
REGLER, ALISON	Saint Peter's College	Mary Anne D'Anna	LR/Elementary
FALCICCHIO, LAURA	The College of New Jersey	M. Cullen	ST/Elementary
SANECKI, JACKIE *	Rutgers University (Douglass) Externship	M. Bishop	LR/Special Education

***Per Addendum**

RATIONALE: Students will be able to complete course work requirements toward degrees and certifications.

COST: None.

EFFECTIVE DATE: 2003/2004 school year.

- f. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve **GAIL FRIENDLICH (Teacher of English)** as a **HOME INSTRUCTOR**.

COST: \$35 per hour.

ACCOUNT: 11-150-100-320-03-1301-0

EFFECTIVE DATE: 2003/2004 school year.

- g. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve **BARBARA BARNES** and **CHANI GOLDSTONE** as **MENTORS** for our school district as needed.

RATIONALE: Provisional Teacher assumes total responsibility for paying the mentor teacher pursuant to NJAC 6:11-3.2 [c].

COST: None to the Board.

EFFECTIVE DATE: 2003/2004 school year.

- h. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the following individuals as **VOLUNTEERS** for the Back-To-School for Seniors program at the Strathmore Elementary School as follows:

NAME
BUCIMAN, CAROL
CATTANI, CAROLINE
JONES, BERNADINE
MINTZ, ZIPORA
YOUNG, JEANETTE

RATIONALE: As indicated above

COST: N/A

EFFECTIVE DATE: 2003/2004 school year.

- i. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the following individuals as **VOLUNTEERS** at the Strathmore Elementary School as follows:

NAME	NAME
AITKEN, MICHELE	BRANAGAN, MICHELLE
DEMAREST, PAT	DENINO, CHERYL
FILIPPO, JO ANN	GALLAGHER, DARLENE
GREENBERG, JACQUELINE	GROSSO, CHERYL
HYMOWITZ, NICOLE	LARSEN, LAURA
LARYS, ERIN	LASSEN, LINDA
ROSS, CAROLYN	ROSSI, LYNDA
RUPRECHT, KRISTA	SANTUCCIO, BRENDA
TOOMEY, JOANNE	WEINBERGER, EILEEN

RATIONALE: As indicated above

COST: N/A

EFFECTIVE DATE: 2003/2004 school year.

- j. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the following individuals as **VOLUNTEERS** as follows:

NAME	LOC	SPORT/ACTIVITY
MERGNER, SUZANNE	HS	Winter Track
FREDERICK, CURTIS	HS/MA	Boy's Basketball
CAVANAUGH, TOM	HS	Track and Field
VARASANO, LEONARD	HS	Weight Training
KADUTHODIL, DAN	HS/MA	Wrestling
MALTESE, LEONARD	HS/MA	Girl's Basketball

RATIONALE: As indicated above

COST: N/A

EFFECTIVE DATE: 2003/2004 school year.

D. FINANCE COMMITTEE, WILLIAM MARINELLA, CHAIRPERSON

Motion by Mr. Marinella, seconded by Mr. Barbato.

THE SUPERINTENDENT RECOMMENDS: That the Board of Education adopt all of the items listed within the Finance Agenda as a consent agenda, allowing for any member of the Board to request that an item or items be voted upon separately.

1. BUSINESS OPERATIONS**a. List of Bills**

POLICY: 3326 Payment for Goods and Services

THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the Bills Lists for the month of December 2003, as listed below as per attachment in the Board Secretary's Office.

November 30, 2003, Hand Checks	\$	802,324.48
December, 2003, Payroll	\$	2,825,689.44
December 15, 2003, Bills List	\$	1,794,741.89
TOTAL:	\$	5,422,755.81

ACCOUNT: See Detailed Bills List for Breakdown.

EFFECTIVE DATE December 16, 2003

b. Budget Transfers: Program Line Accounts

POLICY: 3160 Transfer of Funds Between Line Items/Amendments/Purchases Not Budgeted

THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the following transfers in program line accounts for the 2003-2004 fiscal year as per **Finance Attachment 1**.

ACCOUNT: See Finance Attachment 1 for Breakdown.

EFFECTIVE DATE: December 16, 2003

c. Report of the Treasurer

POLICY: 3571 Financial Reports

THE SUPERINTENDENT RECOMMENDS: That the Board of Education accept the Report of the Treasurer for the month ending November 30, 2003, which is in agreement with the Board Secretary's Report, as per **Finance Attachment 2**.

ACCOUNT: See Finance Attachment 2 for Final Breakdown.

EFFECTIVE DATE: December 16, 2003

d. Increasing the Bid Threshold and Appointing a Qualified Purchasing Agent

THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the resolution increasing the bid threshold and appointing a qualified Purchasing Agent, pursuant to the provisions of N.J.S.A. 18A:18A-3a and N.J.A.C. 5:34-5 et seq. as follows:

WHEREAS, the recent changes to the Public School Contracts Law gave boards of education the ability to increase their bid threshold up to \$25,000; and

WHEREAS, N.J.S.A. 18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Laura Venter possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, Laura Venter desires to increase the bid threshold as provided in N.J.S.A. 18A:18A-3; now, therefore, be it

RESOLVED, that the governing body of the Matawan-Aberdeen Regional Board of Education, in the County of Monmouth, in the State of New Jersey hereby increases its bid threshold to \$25,000; and be it further

RESOLVED, that the governing body hereby appoints Laura Venter as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Laura Venter's certification to the Director of the Division of Local Government Services.

RATIONALE: Raises bid threshold for Matawan-Aberdeen Regional School District from \$17,500 to \$25,000.

COST: None to District. (Potential savings with less formal bidding required.)

EFFECTIVE DATE: December 16, 2003

Mr. Quinn congratulated Ms. Venter on her qualifications of Certified Purchasing Agent which will enable the school district to save money.

2. FACILITY USE

POLICY: 1330 Use of School Facilities

a. Suspension of Facility Use Privileges

THE SUPERINTENDENT RECOMMENDS: That the Board of Education deny District facility usage due to non-payment of rental fees to the following organization: **Dance Zone, 184 Highway 9 North, Englishtown, New Jersey 07726.** All future usage will be cancelled until payment has been received and is satisfactory to the Board Secretary.

RATIONALE: The above-mentioned group has received numerous invoices and phone calls requesting their account be brought up to date. Currently all efforts have failed and future legal action is necessary to collect all outstanding fees.

EFFECTIVE DATE: December 16, 2003

ROLL CALL VOTE:

AYES	NAYS	ABSENT	ABSTAIN
8	0	1	0
		Williams	

E. FACILITIES COMMITTEE – JOHN BARBATO, CHAIRPERSON

Motion by Mr. Barbato, seconded by Ms. Rubino.

THE SUPERINTENDENT RECOMMENDS: That the Board of Education adopt all of the items listed within the Facilities Agenda (with the exception of Line 2 of Bid Awards which is to be HELD) as a consent agenda allowing for any member of the Board to request that an item or items be voted upon separately.

1. BID RECEIPTS

THE SUPERINTENDENT RECOMMENDS: That the Board of Education receive the following bids:

a. Renovations to Four Elementary Schools (Contract R-004) – Received December 11, 2003

BIDDER	BASE BID	ALT 1	ALT 2	ALT 3
Ascend Construction Mgmt., Inc.	3,238,000	17,630	23,640	26,720
Brockwell & Carrington	3,800,000	20,000	25,000	35,000
Circle A Construction	3,046,000	19,800	27,700	30,500
Lighton Industries, Inc.	3,188,000	24,000	30,000	40,000
SBN Enterprises, Inc.	2,950,000	22,500	29,500	33,700
Tormee Construction	2,587,777	20,000	26,000	25,000
Tri-Plex Industries	2,921,000	20,000	26,000	40,000
Frank Bennet Electrical	3,150,000	22,000	25,000	30,000
ORBA Construction Corp.	3,569,000	22,000	35,000	65,000

b. Mechanical & Electrical Renovations to Four Elementary Schools (Contract R-005) – Received December 11, 2003

BIDDER	BASE BID	ALT 1
EDC Electric	2,392,000	44,000
Frank Bennet Electrical	1,740,000	50,000
Little Silver Electric	2,475,000	60,000
Pat Maggio & Son Electric, Inc.	1,595,000	74,000
Ray Angelini, Inc.	2,298,000	55,000
Brockwell & Carrington	2,330,000	65,000
Lighten Industries, Inc.	1,818,000	60,775

2. **BID AWARDS**

THE SUPERINTENDENT RECOMMENDS: That the Board of Education award a contract as follows for the following projects:

PROJECT	CONTRACTOR	CONTRACT AMOUNT
Renovations to Four Elementary Schools (Contract R-004)	Tormee Construction	2,658,777

(HELD)

Mechanical & Electrical Renovations to Four Elementary Schools (Contract R-005)	Frank Bennett Electrical	1,790,000
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RATIONALE: Bid awards to lowest qualified bidder

TOTAL COST: As listed above

EFFECTIVE DATE: December 16, 2003

Mr. Quinn explained the reason for Holding Line 2 of Facilities Item 2 regarding the bid award for Mechanical and Electrical Renovations to Four Elementary Schools. He stated there was a discrepancy between the low bidder and qualifications resulting in a need for clarification from the State. Mr. Quinn stated that if we get the proper information back from the State, the contract will be awarded to the low bidder; otherwise we will have to go with the second bidder.

3. **FOOD SERVICES**

a. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the revision/additions to the June 26, 2003, resolution approving a Food Service Contract with Chartwells for the 2003-2004 school year as follows:

Guaranteed Profit	\$87,673.00 (Previously stated as \$50,000)
Management Fee	.065 per meal/meal equivalent served

RATIONALE: The Department of Agriculture requires a resolution be passed with exact amount of guaranteed profit and management fee.

TOTAL COST: None to the budget. Guaranteed profit of \$87,673 to Enterprise Fund plus Capital Investment by Chartwells.

EFFECTIVE DATE: July 1, 2003, Retroactive

ROLL CALL VOTE:

AYES	NAYS	ABSENT	ABSTAIN
8	0	1 Williams	0

XIV. BOARD SECRETARY'S REPORT**1. Board Secretary's Financial Report***POLICY: 3571 Financial Reports*

Motion by Mr. Barbato, seconded by Ms. Demarest.

- a. **THE SUPERINTENDENT RECOMMENDS:** That the Board of Education accept the Board Secretary's Financial Report for the month of November 2003 as per the procedure instituted by the State Department of Education, wherein the required certification by the Board Secretary is adhered to in the attachment. The Board Secretary's Report and the Treasurer of School Moncys' Report are in agreement.

THE SUPERINTENDENT FURTHER RECOMMENDS: That pursuant to N.J.A.C. 6A:23-2.11(c), the Board of Education certify that as of November 30, 2003, after review of the Secretary's monthly financial reports for the same month (appropriations section), and upon consultation with the appropriate District officials, to the best of their knowledge no line item account or fund has been overexpended in violation of N.J.A.C. 6A:23-2.11(a), and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

ACCOUNT: See Board Secretary's Report for Breakdown.

EFFECTIVE DATE: December 16, 2003

(This motion requires a roll call vote. A Board Member voting in the non-affirmative is to submit his or her reasons in writing directly to the County Superintendent of Schools on a form obtained from the Superintendent's office. A stamped, pre-addressed envelope will also be provided).

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN
	8	0	1	0
			Williams	

XV. UNFINISHED BUSINESS

None

XVI. NEW BUSINESS

None

XVII. COMMENTS AND QUESTIONS FROM THE PUBLIC RELATING TO ADDITIONAL CONCERNS

Ms. Debbi LaSalle, Aberdeen, questioned a middle school student's involvement in the high school weapons incident.

Mr. Quinn stated that a middle school student was questioned, was involved without a weapon, and was allowed back in school.

Ms. Cathy Camerote, Matawan, referred to the "Sunshine Law", expressed dissatisfaction with the method of informing the public regarding reorganization, when it will be finalized, and asked if an Ad Hoc Committee is being formed to discuss the proposal.

Mr. Quinn stated his reasons for sharing with faculty and administration first and his intent to meet with the public.

Aberdeen resident referred to the August 29, 2001, "Return to Neighborhood Schools for Hazlet" article in the Independent.

Mr. Quinn stated he would go over this at the January meetings in the schools.

Mr. O'Connell explained the need to have the public input and get the process straight.

Ms. Zavorskas explained the policy regarding the public portion of meetings. Ms. Zavorskas further explained the Superintendent's responsibility is to be innovative in four areas: education, facilities, budget and public perception; and Mr. Quinn came to the Board with the idea/concept and desire to research restructuring at the elementary school level, and the Board agreed to that research.

Ms. Kim Radvanski, Matawan, talked about the increase in suspension rate at the high school in the past three years.

Mr. Quinn stated his awareness of the statistics and administration's search for a better way to deal with these issues.

Mr. Edward Aikens, Aberdeen, requested that the public be informed of intent to make changes earlier. He asked that the Board be aware of the Pilot programs and the effect of the impending new development in Aberdeen on the school budget. He requested that the Board put appropriate pressure on the municipal councils and planning boards regarding over-development and imposing of impact fees.

The Board commented on Pilot programs and impact fees imposed by municipalities and not permitted to be imposed by school Districts.

A Ravine Drive School Parent asked for assurance that documentation will be forthcoming from outside agencies as to pros and cons of reorganization and impact on kids and town.

Mr. Jim Duffy, Aberdeen, talked about need for increased security at the high school.

Mr. Quinn stated his intent to look into the situation and discuss with the police department the possibility of school resource officers in the schools.

Mr. Duffy questioned an on-going problem with computers at the high school.

Mr. Venter mentioned that licensing situations have been taken care of.

Member of public questioned Chartwells' compliance with fingerprinting requirement for substitutes.

Ms. Venter stated compliance as per contract would be looked into.

Ms. Zavorskas recessed the Board Meeting for Executive Session at 8:50 p.m.

Ms. Zavorskas reconvened the Board Meeting after Executive Session at 9:49 p.m.

XVIII. ROLL CALL

Present: Mr. Barbato, Ms. Demarest, Mr. Donaghue, Mr. Fumarola, Mr. Marinella,
Mr. O'Connell, Ms. Rubino, Ms. Williams, Ms. Zavorskas
Absent: None
Also Present: Mr. Quinn, Mr. Glastein, Mr. Rodgers, Mr. Gross, Ms. Venter

XIX. COMMITTEE REPORTS CONTINUED

A. PERSONNEL COMMITTEE -- LAWRENCE O'CONNELL, Chairperson

5. OTHER

Motion by Mr. O'Connell, seconded by Mr. Donaghue

(ADDENDUM 2)

- a. THE SUPERINTENDENT RECOMMENDS: That the Board of Education approve the following resolution: That Employee #4374 shall be suspended without pay for a period of (5) working days, effective December 10, 2003, through and including December 16, 2003. Employee #4374 shall be permitted to return to work with pay, effective December 17, 2003, and resume his/her normal job responsibilities.

EFFECTIVE DATE: 12/9/03 retroactive

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN
	8	1	0	0
		Marinella		

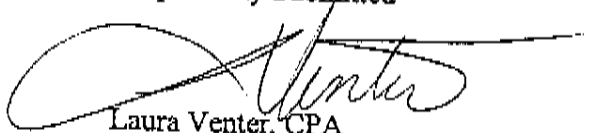
XX. ADJOURNMENT

Motion by Mr. Barbato, seconded by Ms. Rubino.

RECOMMEND: That the meeting be adjourned. The meeting was adjourned at 9:55 p.m.

ROLL CALL VOTE:	AYES	NAYS	ABSENT	ABSTAIN
	9	0	0	0

Respectfully Submitted


Laura Venter, CPA
Business Administrator/Board Secretary