

**MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION
REGULAR MONTHLY MEETING
August 25, 2021
Meeting to be held via Virtual Platform**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Meeting Notice**
- 4. Roll Call**
- 5. Closed Session**
- 6. Acceptance of Minutes**
- 7. Payment of Bills**
- 8. Correspondence**
- 9. Information and Discussion**
- 10. Motions**
 - A. General**
 - B. Personnel**
 - C. Transportation**
- 11. Superintendent's Report**
- 12. Old Business**
- 13. New Business**
- 14. Public Comments**
- 15. Adjournment**

***“The Mission of the Monmouth Ocean Educational Services Commission (MOESC) is to provide high quality, cost-effective programming and services geared to local school districts’ individual and administrative needs.*”**

August 25, 2021 Regular Board Meeting

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Meeting Notice**

PURSUANT TO THE REQUIREMENTS OF STATUTE (N.J.S.A. 10:4-9 ET SEQ.), OTHERWISE KNOWN AS THE “SUNSHINE LAW,” ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED THAT THE MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION BOARD OF DIRECTORS WOULD BE HOLDING ITS REGULAR MEETING TODAY, WHICH SPECIFIED THE DATE, TIME AND PLACE OF ITS MEETING. SUCH NOTICE WAS PRINTED AS PART OF THE ANNUAL MEETING NOTICE REQUIREMENT OF THE LAW IN THE OFFICIAL NEWSPAPERS OF THE COMMISSION FOLLOWING THE REORGANIZATION MEETING OF THE COMMISSION. THE MEETING NOTICE HAS ALSO BEEN POSTED PUBLICLY AT DISTRICT FACILITIES, AND SENT TO ALL MEMBER DISTRICTS BY ELECTRONIC MAIL AND BY REGULAR MAIL TO THE COUNTY CLERKS OF THE COUNTY OF MONMOUTH AND THE COUNTY OF OCEAN AND ALL OTHERS ON THE COMMISSION’S NOTICE REQUEST LIST. IN SUCH NOTICE IT WAS STATED THAT ACTION MAY BE TAKEN ON ALL AGENDA ITEMS AND SUCH OTHER ITEMS THAT MAY COME BEFORE THE COMMISSION AT THAT TIME.

4. **Roll Call**
5. **Executive (Closed) Session**

Pursuant to N.J.S.A. 10:4 -12(b), the public is hereby excluded so that the Board can meet in Executive Session to discuss personnel, contract and litigation matters; and review the Executive Session Minutes from July 28, 2021. Though the Board cannot guarantee it, the estimated time in Executive Session will be approximately **30 minutes**.

6. **Acceptance of Minutes**

To accept the Minutes from:

- July 28, 2021 Regular Meeting, and;
- June 28, 2021 Executive Session.

7. **Payment of Bills**

To note payment of Bills and Claims paid 07/16/2021 through 08/23/2021 in the amount of \$346,355.11; To note payment of the 07/15/2021 payroll in the amount of \$101,200.30; employer’s share of the 07/15/2021 FICA in the amount of \$6,246.44; to note payment of the 07/30/2021 payroll in the amount of \$135,450.87; employer’s share of the 07/30/2021 FICA in the amount of \$8,849.81.

8. **Correspondence**
9. **Information and Discussion**

Dr George’s presentation: [MOESC Operations Analysis](#)

10. Motions

The following motions have been recommended by the Superintendent:

A. GENERAL

A1. To Approve Student Enrollment

To approve the following Student Enrollment at the Regional Achievement Academy as of July 31, 2021: 12

Transfer In: N/A

Billed To	Student ID #	Start Date
NA		

Transfer Out: N/A

Billed To	Student ID #	End Date
NA		

A2. To approve the following adventure education field trips for the Regional Achievement Academy programs - September 2021

9/13/2021	Shoprite - Breakfast / Lunch Shopping	Up to 3 Students	\$0.00 Gas Only
9/15/2021	Shoprite - Breakfast / Lunch Shopping	Up to 3 Students	\$0.00 Gas Only
9/20/2021	Shoprite - Breakfast / Lunch Shopping	Up to 3 Students	\$0.00 Gas Only
9/22/2021	Shoprite - Breakfast / Lunch Shopping	Up to 3 Students	\$0.00 Gas Only
9/27/2021	Shoprite - Breakfast / Lunch Shopping	Up to 3 Students	\$0.00 Gas Only
9/29/2021	Shoprite - Breakfast / Lunch Shopping	Up to 3 Students	\$0.00 Gas Only

A3. To affirm the HIB Report for June, 2021.

A4. To accept and approve the HIB Report for July, 2021.

Number of Reports	Number of reports where HIB occurred	Status of all investigations	Nature of the bullying	Investigator's Name	Type & nature of discipline imposed	Any other measures imposed	Training conducted to reduce HIB	Programs implemented to reduce HIB
0	N/A	N/A	N/A	N/A	N/A	N/A		Positive Behavior Intervention and Supports Wyman TOPS Club

A5. To Approve Policies and Regulations

To approve the second reading of New and Revised Policies and Regulations. Please (Click Here) for the New and Revised Policies and Regulations. [Policies & Regulations](#)

P 0131	Bylaws, Policies, and Regulations (Revised)
P 2421	Career and Technical Education (Revised)
P 3134	Assignment of Extra Duties (Revised)
P & R 3142	Nonrenewal of Non Tenured Teaching Staff Member (Revised)
P & R 3221	Evaluation of Teachers (M) (Revised)
P & R 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
P & R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
P & R 3224	Evaluation of Principals, Vice Principals, and Assistant Principals, and Assistant Principals (M) (Revised)
P & R 4146	Nonrenewal of Nontenured Support Staff Member (Revised)
P & R 5460.02	Bridge Year Pilot Program (M) (New)
P & R 6471	School District Travel (M) (Revised)

A6. To Recommend Attendance at Workshops

To recommend the Board of Directors approve attendance at the below listed workshops, for the individuals listed at the costs indicated. Said travel is directly related to and within the scope of the current responsibilities of the listed employees, is critical to the instructional needs of the district, will improve the participant’s skills and knowledge, and/or further the efficient operations of the district. The costs associated with attendance are statutorily authorized travel expenditures and are within the annual maximum travel expenditure amount of the commission.

Name	Conference	Dates	Cost

A7. To Approve Contract

To approve a renewal contract with Logic 54 LLC for Transportation Routing and Billing software for \$120,000. This was budgeted for in the 2021-2022 Budget.

A8. To Revise Fee Schedule

To revise the **MOESC Fee Schedule 21-22** to reduce the fee for “NonPublic additional bidding/procurement (after 2nd bid is not successful)” from \$300 to \$50 per additional bid. [MOESC Fee Schedule 21-22](#)

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A9. To Accept Lease Addendum

To accept a revised lease agreement with the Bayshore Jointure Commission (from \$338,562 to \$356,471.64, an increase in annual rent of \$17,909.76) for utilizing increased square footage: [BJC Lease Addendum](#)

WHEREAS, MOESC and the Bayshore Jointure Commission have previously entered into a lease agreement dated July 1, 2021 for the purpose of renting classroom and office space; and

WHEREAS, the parties have agreed to modify the terms of the original Lease Agreement as reflected on the attached Schedule A

NOW THEREFORE BE IT RESOLVED that the Lease Agreement is modified to reflect a lease price of \$356,471.64 for the 2021-2022 school year, and all future rent increases shall be calculated from this new base figure.

AND BE IT FURTHER RESOLVED that all other terms set forth in the original Lease Agreement dated July 1, 2021 remain in full force and effect, except as specifically referenced in this Addendum. In the event there is any conflict between the original Lease Agreement dated July 1, 2021 and this Addendum, the Addendum shall prevail.

A10. To Accept Contract

To accept a contract for sharing Board Certified Behavior Analyst (BCBA) Services from the Bayshore Jointure Commission (BJC). MOESC shall pay BJC fifty percent (50%) of the total employee costs of BJC’s BCBA (estimated at \$110,000 including salary and benefits) at a monthly bill rate of \$5,500 for the first nine (9) months, and the final tenth (10th) month bill will be reconciled to include 50% of BJC’s total employee costs less the prior nine (9) monthly payments. [BJC MOESC Agreement For Shared BCBA](#)

A11. To Accept Grant

To approve the acceptance of the **McKinney-Vento Education of Homeless Children and Youth Program** (21-BR23-H02) for the Year 2 of 3 in the amount of \$533,445. [McKinney-Vento Grant](#)

A12. To Approve Submission

To approve the submission of the **Statement of Assurances for the District Professional Development Plan and District Mentoring Plan** to the NJ Department of Education.

A13. To Accept Bid

To accept the following respondent’s unit prices for **Bid 22-09 • Registered Behavior Technician (RBT) Services 2021-2022** from the bid opening on July 29, 2021:

Bid 22-09 • Registered Behavior Technician (RBT) Services 2021-2022	Max Bid	Behavior Interventions, Inc.	Brett DiNovi & Assoc.	Social Behavior Learning Solutions	The Stepping Stones
Reg. Behavior Techn. (RBT) /hour	60.00	55.00	60.00	50.00	41.00
Bd Cert. Behavior Analyst /hour	118.60	-	-	105.00	-

Bd Cert. Behavior Analyst /day	535.00	-	-	520.00	-
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An additional response from *Attain ABA Children's Therapy Services, Inc.* was delivered after the noticed bid opening date and time, and it was rejected and returned unopened.

A14. To Award Contract

To approve an award of a contract to the following respondent's unit prices for **Bid 22-09 • Registered Behavior Technician (RBT) Services 2021-2022** from the bid opening on July 29, 2021:

Bid 22-09 • Registered Behavior Technician (RBT) Services 2021-2022	Max Bid	Behavior Interventions, Inc.	Brett DiNovi & Assoc.	Social Behavior Learning Solutions	The Stepping Stones
Reg. Behavior Techn. (RBT) /hour	60.00	55.00	60.00	50.00	41.00
Bd Cert. Behavior Analyst /hour	118.60	-	-	105.00	-
Bd Cert. Behavior Analyst /day	535.00	-	-	520.00	-

A15. To Accept Bid

To accept the following respondent's unit prices for **Bid 22-10 • Nursing Agency Services 2021-2022 #2** from the bid opening on July 29, 2021: None: There were no respondents.

A16. To Accept Application

To Accept the **Application for Change of Use of Educational Space 2021-2022 School Year** for MOESC and the Bayshore Jointure Commission (BJC) as follows: [Applications #1 - #3 Applications #4 - #5](#)

1. From Office Space to Pre-Voc Classroom (Room A112/A114, no change % BJC)
2. Copy/Mail Room to Office Space (Room 115, from 50/50 shared to 100% BJC)
3. Conference Room to Pre-Voc Classroom (Room C126, from MOESC to 100% BJC)
4. Tech/Computer Lab to Conference Room (Room 107)
5. Office Space to STEM Room (Room A102, the former MOESC Transportation Dept.)

A17. To Approve Disposal of Property

WHEREAS, the MOESC has certain items of district property that are no longer needed for school purposes; and

WHEREAS, New Jersey Statute 18A:18A-45, permits the disposal of such property upon the declaration that items are no longer needed for school purposes;

NOW THEREFORE BE IT RESOLVED, that the MOESC Board of Directors does hereby declare the items listed below as being surplus property no longer needed for school purposes;

AND BE IT FURTHER RESOLVED that the School Business Administrator is authorized to dispose of such property by sale or auction in accordance with statute.

Surplus Items:

- 1 - 6'x16' Cherry Conference room table with a glass top

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- 4 - 2 door cabinets
- 2 - 4 drawer lateral cabinets
- 1 - server rack cage on wheels
- 1 - chrome book cabinet

B. PERSONNEL

I recommend the Board approve/ratify the appointment of the following named individuals who constitute a careful selection and screening of applicants and are hereby recommended for an employment contract contingent upon the successful completion of their degree program, New Jersey Department of Education certification requirements, Federal NCLB Highly Qualified Teacher Requirements, a criminal history clearance and the successful completion of a medical examination as required by the Board of Education. These initial appointments may be changed as District needs develop unless otherwise stipulated.

B1. Non-Certificated Staff - To approve the following:

Name	Title	Bill To	Salary/ Budget Code	Effective
Nicole Alvarez (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Sabrina Andre (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Kim Andrews (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Marie Baratta (New Hire)	FT Instructional Assistant APPS	Freehold Borough	\$17.20/hour 70-018-100-106-200-120	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Cheyenne Coley-Robertson (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Miriam Cohen (New Hire)	PT Instructional Assistant IDEA	Eatontown	\$18.00/hour 20-250-100-106-982-117	10/01/2021 - 06/30/2022 (pending completion of paperwork)
Jake Connors (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Deborah Abecasis Farhi (New Hire)	PT Instructional Assistant IDEA	Eatontown	\$18.00/hour 20-250-100-106-982-117	10/01/2021 - 06/30/2022 (pending completion of paperwork)
Claribel Fernandez (New Hire)	PT Bus Aide - APPS	FRHSD	\$16.30/hour 70-018-100-106-210-121	09/01/2021 - 06/30/2022 (pending completion of paperwork)

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Aviva Gerstner (New Hire)	PT Instructional Assistant IDEA	Eatontown	\$18.00/hour 20-250-100-106-982-117	10/01/2021 - 06/30/2022 (pending completion of paperwork)
Donna Gittens (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Allison Heitzner (New Hire)	FT Instructional Assistant APPS	MERS	\$17.20/hour 70-018-100-106-410-141	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Fauzia Hussain (New Hire)	FT Instructional Assistant APPS	MERS	\$17.20/hour 70-018-100-106-410-141	09/01/2021 - 06/30/2022
Jessy Kingman (New Hire)	FT Instructional Assistant APPS	Neptune	\$17.20/hour 70-018-100-106-520-152	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Kaltrina Kolari (New Hire)	FT Instructional Assistant APPS	Freehold Borough	\$17.20/hour 70-018-100-106-200-120	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Caitlin Lennox (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Gina Marino (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Karen McCabe (New Hire)	FT Instructional Assistant APPS	Neptune	\$17.20/hour 70-018-100-106-520-152	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Shannon Mitchell-Duh (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Franceses O'Hara (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Tricia Pelech (New Hire)	PT Instructional Assistant IDEA	Red Bank Regional	\$18.00/hour 20-250-100-106-657-162	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Margaret Alison Reiff (New Hire)	Substitute Instructional Assistant APPS	MOESC	\$13.88/hour 70-018-100-106-000-000	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Samantha Ravelli (REVISED)	PT Instructional Assistant IDEA	Hamilton	20-250-100-106-797-212 From: \$18.00/hour To: \$16.30/hour	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Julia Siersema (New Hire)	FT Instructional Assistant APPS	Neptune	\$17.20/hour 70-018-100-106-520-152	09/01/2021 - 06/30/2022

				(pending completion of paperwork)
Jennifer Totillo (RESCINDED)	FT Instructional Assistant - APPS	Plumsted	\$17.20/hour 70-018-100-106-580-158	09/01/2021 - 06/30/2022

B2. Certificated Staff - To approve the following:

Name	Title	Bill To	Salary/ Budget Code	Effective
Amanda Cricco (New Hire)	English Teacher	RAA	BA, step 12 - \$62,260 11-213-100-101-000-071	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Ebonee Markham (New Hire)	PT Supervisor	Trenton	\$340.00/day 70-016-240-103-000-835	09/01/2021 - 06/30/2022 (pending completion of paperwork)
Nandieta Itwaru (REVISED)	Supervisor	MOESC	\$87,316/year (prorated) 11-000-240-103-000-001	From: 09/01/2021 - 06/30/2022 To: 08/30/2021 - 06/30/2022

B3. Curriculum Writer - To approve the following Curriculum Writers for NJVS effective August 2, 2021:

Name	Title	Bill To/Budget Code	Salary
Kristine Faye	Math Teacher	NJVS 11-405-100-101-000-063	\$38.00/hour up to 5 hours
Lauren Kelly	NJVS English Teacher	NJVS 11-405-100-101-000-063	\$38.00/hour up to 5 hours
Christopher Sullivan	Social Studies Teacher	NJVS 11-405-100-101-000-063	\$38.00/hour up to 5 hours
Cliff Orwick	Health and PE Teacher	NJVS 11-405-100-101-000-063	\$38.00/hour up to 5 hours
Jan Richard Gaszynski	Science Teacher	NJVS 11-405-100-101-000-063	\$38.00/hour up to 5 hours

B4. Resignations - To approve the following:

Name	Title	Salary	Effective
Cristina Kaplan	FT Instructional Assistant APPS	\$17.20/hour	09/01/2021
Cathy Limeri	PT Instructional Assistant IDEA	\$18.00/hour	09/01/2021
Melissa Magliozzo	FT Instructional Assistant APPS	\$17.20/hour	09/01/2021
Nancy McGrath	FT Instructional Assistant APPS	\$17.20/hour	09/01/2021
Dennis Natale	PT Instructional Assistant APPS	\$18.00/hour	09/01/2021

Anna Notaro	FT Instructional Assistant APPS	\$17.20/hour	09/01/2021
Dana Oliveri	FT Instructional Assistant APPS	\$17.20/hour	09/01/2021
Alyssa Segal	PT Instructional Assistant IDEA	\$18.00/hour	09/01/2021
Andrea Dolce	PT Instructional Assistant IDEA	\$18.00/hour	09/01/2021
Arielle Scheck	PT SAC	\$38.82/hour	09/01/2021
Sarah Goldman	PT Teacher	\$38.21	09/01/2021

B5. CHANGE IN STATUS - To approve the following:

NAME	TITLE	BILL TO	SALARY/ BUDGET CODE	EFFECTIVE
Cathy Limeri	From: PT Instructional Assistant IDEA To: Substitute Instructional Assistant	From: Middletown To: MOESC	From: \$18.00/hour 20-250-100-106-570-147 To: \$13.88/hour 70-018-100-106-000-000	09/01/2021 - 06/30/2022
Bridget DeLuca	From: PT Bus Aide APPS To: FT Instructional Assistant APPS	FRHSD	From: \$16.30/hour To: \$15.50/hour	09/01/2021 - 06/30/2022
Arielle Scheck	From: PT SAC To: Substitute Teacher	From: RAA To: MOESC	From: \$38.82/hour To: \$125.00/day	09/01/2021 - 06/30/2022

- B6.** To approve the Maternity Leave of Absence for **employee #8407** as follows:
 Effective: 09/13/2021 - 10/06/2021 **employee #8407** will be paid.
 Effective: 10/07/2021 - 10/26/2021 **employee #8407** will be unpaid.

To approve the Family Leave of Absence for **employee #8407** as follows:
 Effective: 10/27/2021 - 12/31/2021 **employee #8407** will be unpaid.

- B7.** To approve the Maternity Leave of Absence for **employee #8289** as follows:
 Effective: 10/25/2021 - 11/24/2021 **employee #8289** will be paid.
 Effective: 11/24/2021 - 12/17/2021 **employee #8289** will be unpaid.

To approve the Family Leave of Absence for **employee #8289** as follows:
 Effective: 12/20/2021- 01/14/2022 **employee #8289** will be unpaid.

C. TRANSPORTATION ([Transportation Quotes and Bids for August 2021](#))

- 189-A - To Approve Quoted Routes for the 2020-2021 school year
- 189-B - To Approve Quoted Routes for the 2021-2022 school year
- 189-C - To Accept Bids (Bid T-22-03) for the 2021-2022 school year
- 189-D - To Award Bids (Bid T-22-03) for the 2021-2022 school year
- 189-E - To Accept Bids (Bid T-22-04) for the 2021-2022 school year
- 189-F - To Award Bids (Bid T-22-01) for the 2021-2022 school year
- 189-G - To Award Bids (Bid T-22-02) for the 2021-2022 school year

11. SUPERINTENDENT’S REPORT

A. Fire Drills/ Lock Downs District: M.O.E.S.C. Month of July, 2021

Emergency Drill Summary

School/Building	Drill Type	Occupants Involved	Date & Time
RAA/Tornillo Way	Fire Drill	All Staff	7/14/21; Start 1:03 PM; Duration of Drill 4 minutes
Administration Building	Fire Drill	All Staff	7/20/21; Start 10:03 AM; Duration of Drill 2 minutes
RAA/Tornillo Way	Shelter in Place	All Staff	7/28/21; Start 12:35 PM; Duration of Drill 6 minutes

B. Enrollment:

B1. To note that the anticipated enrollment as of July 31, 2021 at the Regional Achievement Academy is 7 students.

Enrollment Comparison:

July 31, 2020:	8
July 31, 2021:	7

12. Old Business

13. New Business

14. Public Comments

15. Adjournment