

SEPTEMBER 24, 2019

**ELEMENTARY SCHOOL PERSONNEL**

THE CHIEF SCHOOL ADMINISTRATOR RECOMMENDS THE FOLLOWING ELEMENTARY SCHOOL PERSONNEL TO THE BOARD OF EDUCATION:

**2019-2020 Staffing**

**Recommend** approval of the appointment of **Alicia Michalitsianos**, TCH.ES.SPED.RR.31, as a Part-Time Teacher of Special Education, for the 2019-2020 school year at **Step 5A MA- \$28,988.00 (50% - \$57,975.00)**.

**Recommend** approval of the appointment of **Nicole Pichetto**, TLR.ES.LTRT.FL.09, as a Teacher of Special Education (long-term replacement – 4690), for the 2019-2020 school year at **Step 1-2MA- \$54,475.00 (pro-rated)**, effective September 10, 2019 through on or about December 1, 2019.

**Recommend** approval to *rescind* the appointment of **Debra Mills**, as a Teacher of Special Education (long-term replacement – 4690), September 1, 2019 through on or about November 27, 2019 at **Step 1-2BA- \$52,475 (pro-rated)**. *Previously approved on August 13, 2019*

**Recommend** approval of the appointment of **Jeanne Walsh**, PARA.ES.AIDE.NA.22, Cafeteria/Playground Paraprofessional for the 2019-2020 SY, 4 hours per day at **Step 1, \$21.07 per hour**.

**Recommend** approval of the use of ESEA Grant Title I Part A funds to reimburse the partial salaries and benefits of Kindle Kuriscak and Kali Sullivan as supplemental Title I Basic Skills teachers in the total amount of \$55,000 (base salary) and \$19,250 (benefits).

**Additional Compensation**

**Recommend** approval of following staff to participate in the **Kindergarten and New Student Orientation** schedule for August 29, 2019:

Name	Number of Hours	Hourly Rate	Not to Exceed
Margaret Ciufo	4.5/hours	\$50.00	\$225.00

**Recommend** approval of **Taylor Ames**, General Education Teacher, to participate in an IEP meeting for student #5894574273 for **\$50.00 per hour** for one (1) hour on August 26, 2019.

**Recommend** approval of **Pamela Kelly**, Special Education Teacher, to participate in an IEP meeting for student #5894574273 for **\$50.00 per hour** for one (1) hour on August 26, 2019.

**Recommend** approval of the appointment of **Teresa Reichy** as Central Detention Proctor for the 2019-2020 school year, on an as needed basis, at **\$31.00 per hour**.



**Recommend** approval of the *revised* Summer 2019 appointments for the G&T appeals process:

POSITION	EMPLOYEE	COMPENSATION	TIME PERIOD
G&T COMMITTEE MEMBER FOR APPEALS PROCESS	LAURA WAHL	\$30 per hour	2 Hours
G&T COMMITTEE MEMBER FOR APPEALS PROCESS	ANDREW MANSER	\$30 per hour	2 Hours
G&T COMMITTEE MEMBER FOR APPEALS PROCESS	JENNY ROSTRON	\$30 per hour	2 Hours
G&T COMMITTEE MEMBER FOR APPEALS PROCESS	ORIANA KOPEC	\$30 per hour	2 Hours

#### **Athletics/Addendum "C" Advisors**

**Recommend** approval for the following non-paid **volunteer coaches** for the 2019-2020 school year school:  
Heather Saake – Field Hockey

#### **Warrior Clubhouse Before and After Care Program**

**Recommend** approval of the **reappointment** of the following employees for the **Warrior Clubhouse Before and Aftercare Program** at Manasquan Elementary School for the 2019-2020 SY on an as-needed basis for the hourly rates listed below:

Employee	Position	Hourly Rate
JoAnn Dietrick	Courtesy Aide	\$15.50 per hour

**Recommend** approval of the **appointment** of the following employees for the **Warrior Clubhouse Before and Aftercare Program** at Manasquan Elementary School for the 2019-2020 SY on an as-needed basis for the hourly rates listed below:

Employee	Position	Hourly Rate
Jessica Woytowicz	Child Care Teacher	\$18.50 per hour
Nicole Kufel	Child Care Teacher	\$18.50 per hour



SEPTEMBER 24, 2019

**HIGH SCHOOL PERSONNEL**

THE CHIEF SCHOOL ADMINISTRATOR RECOMMENDS THE FOLLOWING HIGH SCHOOL PERSONNEL TO THE BOARD OF EDUCATION:

**2019-2020 Staffing**

**Recommend** approval of the appointment of **Brianna Badami**, TCH.HS.SPED.RR.13, as a Teacher of Special Education, for the 2019-2020 school year at **Step 1-2BA- \$52,475.00** (pro-rated), effective September 16, 2019.

**Recommend** approval of the *revised* appointment of **Alicia Testa**, TCH.HS.SPED.LR.06, as a Teacher of Special Education, for the 2019-2020 school year at **Step 5A MA- \$57,975.00** pending criminal history and employment history review. (*Previously approved on August 13, 2019*)

**Recommend** approval of the appointment and contract of **Dr. Peter Crawley**, ADM.BO.SBA.NA.01, as School Business Administrator, for the 2019-2020 school year, effective December 1, 2019, as per **Document N-1**.

**Recommend** approval of the appointment of **Michele Picker**, SEC.HS.SCFD.NA.01, as a Part-Time Secretary for Facilities(13.5 work hours per week) for the 2019-2020 school year, at **Step 1, \$47,050.00, (pro-rated to 39% and 9-months: \$13,762.00)**, effective October 1, 2019 through June 30, 2020. Per collective bargaining agreement, no benefits are included in this part-time position.

**Recommend** the appointment of the following to the position specified for the period beginning September 25, 2019 and ending at the next organization meeting of the Manasquan Board of Education:

- Anti-Bullying Specialist: Leigh Busco – MHS

**Recommend** approval of the *revised* tenure staff salary for the 2019-2020 school year: (*Previously approved on April 30, 2019*)

Last Name	First Name	Job Title	Step	Salary	Longevity
Onorato	Jamie	Teacher MA	8	\$65,875.00	\$175.00

**Recommend** approval of the following appointments for shared service stipend positions with Avon School District for the 2019-2020 school year:

Employee	Position	Stipend
Kathleen Stonaker	LDTC	\$4,500.00
Teresa Savage	School Psychologist	\$4,500.00
Kara Lovell	Secretary/Clerical	\$2,500.00
Lesley Kenney	Program Co-Supervisor	\$3,000.00
Margaret Polak	Program Co-Supervisor	\$3,000.00



**Substitutes:**

**Recommend** approval of the following substitutes for the **2019-2020 SY**:

**Teacher**

Galano, Melissa		Homan, Keara	
Bertinelli, Mario		Morris, John	
Brashear, Kim		Read, Michaela	
Brown, Patricia		Wells, Douglas	

**Paraprofessional**

Brown, Patricia		Morris, John	
Homan, Keara		Wells, Douglas	

**Mentors:**

**Recommend** approval of the following stipends and mentor assignments for the 2019-2020 SY: monies will be payroll deducted from mentees in order to pay mentors – all mentors will be paid in the June 2020 payroll – prorated, if necessary.

<b><u>Provisional Teacher</u></b>	<b><u>Mentor</u></b>	<b><u>Stipend</u></b>
Brianna Badami (CEAS)	Jodi Witt	\$183.00 (10 weeks)
Francesca DiChiara (CEAS)	Pamela Puryear	\$202.00 (11 weeks)
Amy Edwards (CE)	Claire Kozic	\$1,000.00 (30 weeks)
Melissa Galano (CE)	Nicole Pagano	\$429.00 (39 weeks at .33 FTE)

**Curriculum Writing 2019-2020SY:**

**Recommend** approval of the *revision* of the following teacher to write curriculum for the 2019-2020 school year at the rate of \$30.00 per hour. In addition to the hours listed below, teachers shall also be paid an additional \$60.00 if they attend an optional summer curriculum training session. (*Previously approved on June 11, 2019*)

<b><u>Course</u></b>	<b><u>Teacher</u></b>	<b><u>Hours</u></b>	<b><u>Total Cost</u></b>
<b><i>New Full-Year Courses</i></b>			
AP Computer Science A	Brett Lomas	60	\$1,800.00 (Funded by the Advanced Computer Science Grant)

**Additional Compensation**

**Recommend** approval for **Cheryl Bontales**, High School Summer Nurse, to work an additional 6.5 hours (now maximum total of 102.5 hours) at \$50.00 per hour. (Previously approved for up to 96 total hours August 13, 2019).

**Recommend** approval for **Lauren Saliski** to work an additional 12 hours during July-August 2019 to provide guidance services at **\$50.00 per hour**, not to exceed \$600.00.

**Recommend** approval for **Felicia Quadrel** to work additional 6 hours during August 2019 to provide guidance services at **\$50.00 per hour**, not to exceed \$300.00.



**DOCUMENT N**

**Recommend** approval of Alicia Force, augmentative consultant, to work **four (4)** hours per week with student #2833869032 for the 2019-2020 school year at a rate of **\$150.00 per hour**, not to exceed **\$24,000.00**, paid by Sea Girt School District. *(previously approved for 2 hours per week August 13, 2019)*

**Recommend** approval of the following World Language staff to provide translation services for IEP and guidance meetings, on an as needed basis, at **\$50.00 per hour**, not to exceed a combined total of 12 hours:

- Carol Anderson
- Maria Eldridge
- Allyson Griffith
- Jeffrey Hoffman
- Rosa Russo
- Lauren Thieme
- Christina Virok
- Ann Marie LaMorticella

**Recommend** approval of John Driscoll as After School Detention Proctor for the 2019-2020 school year, for 3 days per week (Tuesday, Wednesday, Thursday) as needed, for **2 hours each day, at \$31.00 per hour**.

**Recommend** approval of John Driscoll as Saturday Detention Proctor as needed, for the 2019-2020 school year for **4 hours each day, at \$31.00 per hour**.

**Recommend** approval of Amy Edwards to continue summer work through September 2019, as stated below. *(Previously approved on June 11, 2019)*

POSITION	EMPLOYEE	COMPENSATION	TIME PERIOD
ACADEMY OF ENGINEERING INNOVATIONS LAB	AMY EDWARDS	\$50 per hour	36 Total Hours

**Recommend** approval for the following staff to provide carpenter services for district renovation projects at **\$30.00 per hour**:

Employee	Project	Hours
Jason Snyder	Guidance/CST/Faculty Room	60 Hours
	HS Gym Painting	70 Hours
	Security Vestibule/Asst. Principal Office	40 Hours
Ryan Graf	Guidance/CST/Faculty Room	60 Hours
	HS Gym Painting	70 Hours
	Security Vestibule/Asst. Principal Office	40 Hours



**Leave of Absence**

**Recommend** approval of the request for **NRS.HS.NURS.FL.03** (4579) to take an unpaid Family Medical Leave of Absence extension from September 3, 2019 through September 19, 2019, and an unpaid personal leave of absence from September 20, 2019 through December 20, 2019, with an expected date of return of January 2, 2020.

**Athletics/Addendum "C" Advisors**

**Recommend** approval of the appointment of the following Addendum "C" **2019-2020 SY** coaching staff:

SPORT	COACH	STEP	STIPEND	LONGEVITY
FIELD HOCKEY – ASSISTANT	AMY CERTO	C	\$5,906.00	N/A

**Recommend** approval of the following *revised* Addendum "C" **2019-2020 SY** advisors :

CLUB	ADVISOR		STIPEND	LONGEVITY
MODEL UN & MOCK TRIAL	JAMES FAGEN		\$1,666.00	<b>\$200.00</b>
NATIONAL HISTORY HONORS CLUB ADVISOR	JAMES FAGEN		\$1,052.00	<b>\$200.00</b>
CLASS ADVISOR	MEREDITH HEETER		\$2,606.00	<b>\$200.00</b>

**Recommend** approval of the following Addendum "C" **2019-2020 SY** advisors:

CLUB	ADVISOR	STIPEND	LONGEVITY
BAND ASSISTANT	WILLIAM HUGHES ( <i>pending criminal history and employment history review</i> )	\$3,666.00 pro-rated Effective on or about 10/15/2019	N/A

**Recommend** approval of the appointment of **Linda Hoeler** as a **High School One-to-One Special Education Paraprofessional for Athletics (Alternate)** for the 2019-2020 school year (as needed) for Student #6796940236 at a paraprofessional hourly rate of **Step 1 - \$21.07 per hour**.

**Recommend** approval of the **resignation** of **Mackenzie Grogan** as an Addendum "C" **2019-2020 SY Assistant Field Hockey Coach**.

**Recommend** approval for the following non-paid **volunteer coaches** for the 2019-2020 school year school:

Mackenzie Grogan – Field Hockey (*pending criminal history review*)  
Joseph Roman – Girls' Basketball

**Interns/Student Teachers**

**Recommend** approval of **Kimberly Sanders**, graduate student from Monmouth University to complete her 100 hours of observation in special education classrooms as part of her Masters in Special Education and Board Certified Behavior Analyst, during the 2019-2020 school year.



**CONTRACT OF EMPLOYMENT**

**THIS CONTRACT OF EMPLOYMENT** is made and entered into this **24<sup>th</sup> day of September 2019**, by and between the **MANASQUAN BOARD OF EDUCATION**, with offices located at 169 Broad Street, Manasquan, New Jersey 08736 (hereinafter "the Board")

and

**PETER CRAWLEY**, whose address is (hereinafter "Business Administrator").

**WITNESSETH**

**WHEREAS**, the Board and the Business Administrator believe that a written contract of employment is necessary to specifically describe their relationship and to serve as the basis of effective communication between them; and

**WHEREAS**, the Board offered the Business Administrator the position of School Business Administrator/Board Secretary effective **December 1, 2019**, and he has accepted the Board's offer; and

**WHEREAS**, the Board approved authorization of this Contract of Employment by a vote of its members at a regularly scheduled meeting on **September 24, 2019**, subject to approval by the Executive County Superintendent of Schools and has authorized the President of the Board to execute this Contract of Employment.

**NOW, THEREFORE**, the Board and the Business Administrator, for the consideration herein specified, agree as follows:

1. **TERM**

The Board hereby agrees to employ Peter Crawley as the Business Administrator/Board Secretary for the period beginning December 1, 2019 and expiring at midnight on June 30, 2020.

2. **CERTIFICATION AND RESPONSIBILITIES**

A. Certification:

The Business Administrator shall maintain a current and valid certificate issued by the New Jersey Department of Education for the position of Business Administrator/Board Secretary. In the event the Business Administrator's certificate issued by the Department of Education is revoked, this contract is null and void as of the date of the certificate



revocation:

The Business Administrator further agrees to comply with all other legal requirements respecting the employment of a Business Administrator.

B. Duties:

The duties and responsibilities of the Business Administrator shall include those prescribed by statute, code, and the Board-approved job description. The Board's job description for School Business Administrator/Board Secretary is specifically incorporated herein, by reference as describing the Business Administrator's duties.

3. **PROFESSIONAL GROWTH OF BUSINESS ADMINISTRATOR**

The Board and the Business Administrator recognize the value to the District of the continuing professional growth and development of the Business Administrator. The Board encourages the continuing professional growth of the Business Administrator through his participation as he and the Superintendent might decide, in light of his professional responsibilities as the Business Administrator, in the following ways:

- A. The operations, programs and other activities conducted or sponsored by local, county, and state professional associations during the school day where necessary, upon written request to, and the prior approval of the Superintendent, including but not limited to, conferences, conventions, and workshops;
- B. Seminars and courses offered by public or private educational institutions;
- C. Informational meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of the Business Administrator to perform his professional responsibilities for the Board;
- D. Visits to other institutions; and
- E. Other activities promoting the professional growth of the Business Administrator.

Expenses for meals, lodging, registration, and transportation for national conventions of recognized educational associations, workshops, seminars, and institutes to enhance the Business Administrator's knowledge and expertise in the field of education and administration shall be paid for/reimbursed by the Board in accordance with law. Such payments or reimbursements, shall be made in accordance with, including any amendments or revisions thereto, the OMB travel circular provisions, the general requirements of N.J.S.A. 18A:11-12, the New Jersey administrative code, Board policy, and upon prior approval of the Superintendent and the Board. The Business Administrator shall follow Board policy and applicable law in supplying the necessary documentation for reimbursement.



#### 4. **COMPENSATION**

##### A. Salary:

The Board shall pay the Business Administrator an annual salary of **ONE HUNDRED TWENTY THOUSAND DOLLARS (\$120,000)**, pro-rated for his term of employment. This pro-rated, annual salary shall be paid to the Business Administrator in accordance with the payroll schedule for other certified employees. Any changes/modifications to this Contract of Employment must have the prior approval of the Executive County Superintendent of Schools.

##### B. Merit Bonuses:

The Business Administrator may receive a merit bonus in addition to his annual base salary. The merit bonus will be based upon his achievement of quantitative merit criteria and/or qualitative merit criteria. If the parties have not already done so, then within sixty (60) days of the execution of this Contract of Employment, the Board and the Business Administrator shall select up to two (2) merit criteria for the 2019-2020 school year. The Executive County Superintendent of Schools shall approve or disapprove the selection of quantitative merit and/or qualitative merit criteria and the data that forms the basis of measuring the achievement of quantitative merit and/or qualitative merit criteria.

The Business Administrator shall receive a merit bonus in an amount of 2.5% of his annual base salary for each quantitative and qualitative merit criterion achieved. The Board shall submit a resolution to the Executive County Superintendent of Schools certifying that the merit criterion has been satisfied and shall await a confirmation of the satisfaction of that criterion from the Executive County Superintendent of Schools prior to payment of the merit bonus.

#### 5. **BENEFITS**

##### A. Vacation Days/Personal Days/Holidays:

The Business Administrator shall be granted twenty five (25) vacation days annually, pro-rated for his term of employment, calculated at the rate of 1/260 on an annualized basis, all of which shall be available to the Business Administrator on **December 1, 2019**, upon prior approval of the Superintendent of Schools.

If business demands prohibit the Business Administrator from using all of his allotted vacation days in a given year, he may carry over up to ten (10) unused vacation days to be used during the next year pursuant to law. Any vacation days carried over from the previous year that are not used shall be forfeited. Should the Business Administrator not be reappointed for the **2020-2021** school year, he shall be compensated for up to ten (10) unused vacation days calculated at the rate of 1/260 on an annualized basis.

The Business Administrator shall be granted four (4) personal days annually, pro-rated for



his term of employment, without loss of salary, all of which shall be available to the Business Administrator on **December 1, 2019**.

The Business Administrator shall be entitled to the following paid holidays: New Year's Day; Martin Luther King's Birthday; Washington's Birthday Lincoln's Birthday; Good Friday; Memorial Day; Independence Day; Labor Day; Columbus Day; Election Day; Veteran's Day; Thanksgiving Day; Friday following Thanksgiving Day; and Christmas Day.

**B. Bereavement Leave:**

The Business Administrator shall be entitled to five (5) days of leave, without loss of pay due to the death of her father, mother, spouse, partner in a civil union, brother, sister, father-in-law, mother-in-law, son, daughter, grandchild, or any person permanently living with the Business Administrator. The Business Administrator shall be entitled to three (3) days of leave, per incident, without loss of pay due to the death of a sister-in-law, brother-in-law, aunt, uncle or other near relative at the discretion of the Superintendent.

**C. Health and other Insurance Benefits:**

The Board shall provide health benefits, including prescription, and dental coverage for the Business Administrator, and if applicable, his spouse and dependents. The Business Administrator shall contribute an amount established by P.L. 2011, Chapter 78, at Tier 4 towards the cost of health benefits coverage.

The health insurance, prescription, and dental plan for the Business Administrator shall be substantially equivalent to the health insurance, prescription, and dental plan provided to other administrators employed by the Board.

It shall be the Business Administrator's option to enroll in the Board's High Deductible HSA health/prescription plan with one-half of the annual deductible funded by the Board directly to the Business Administrator's HSA no later than January 1 of each year and one-half of the annual deductible paid as a stipend to the Business Administrator or to the Business Administrator's HSA no later than January 15 of each year. The Business Administrator shall be permitted to change back to the Board's traditional, direct access plan during any benefits open enrollment period offered to other employees of the Board.

The Business Administrator has the right to waive health benefits. In exchange for waiving coverage, he shall be reimbursed in the amount of the lesser of \$5,000 or 25% of the premium saved. The reimbursement may be pro-rated for partial periods of the school year.

To the extent the Board does not provide group disability insurance to the staff of the District, the Board shall reimburse the Business Administrator annually in an amount up to two thousand dollars (\$2,000.00), for his payment of premiums toward a disability insurance policy. The Business Administrator shall provide the Board with proof of payment of the premiums at the time he requests reimbursement.



D. Sick Leave:

The Business Administrator shall be provided twelve (12) sick days annually, pro-rated for his term of employment, calculated on an annualized basis, all of which shall be available to the Business Administrator on **December 1, 2019**. The unused portion of such leave, at the end of any year, shall be cumulative. Unused sick leave may be accumulated from year to year and accumulated sick leave shall be eligible for reimbursement in accordance with law. Upon retirement and notice to the Board all unused, accumulated sick days shall be reimbursed, at the final per diem rate which shall be calculated at 1/260 of the Business Administrator's then annual salary unless otherwise provided by law. Reimbursement for sick days shall not exceed \$15,000.

E. Membership Fees:

The Board shall pay one-hundred (100%) percent of the Business Administrator's membership fees and/or charges for two (2) professional associations selected by the Business Administrator that directly relates to his professional duties and responsibilities as Business Administrator, subject to the approval of the Superintendent.

F. Expense Reimbursement and Equipment:

The Board shall reimburse the Business Administrator for expenses incurred for travel and sustenance in the performance of the Business Administrator's duties under this Contract of Employment in accordance with law. Mileage shall be paid from mileage vouchers according to "New Jersey Office of Management and Budget" rates per mile. The Business Administrator shall be reimbursed for expenses pursuant Board policy, upon prior approval of the Superintendent and the Board, and pursuant to N.J.S.A.18A:11-12 and regulations promulgated thereunder.

During his employment with the Board, the Business Administrator shall be provided with a laptop computer.

H. Tuition Reimbursement:

The Board shall reimburse the Business Administrator for the successful completion of up to nine (9) graduate credits per year, up to the per credit cost of the Rutgers Graduate School of Education for the same academic year, provided such coursework culminates in the acquisition of a graduate degree conferred by a duly accredited institution of higher education as defined in N.J.A.C. 6A:9-2.1.

6. **SEPARATION FROM SERVICE:**

A. Accumulated Unused Vacation Days:

Upon the Business Administrator's separation from employment with the Board or



retirement from employment with the District, the Board will pay all unused vacation days earned while an employee of the Board, in accordance with law and this agreement, not to exceed (35) thirty five days. Payment shall be calculated at the Business Administrator's daily rate of pay, based upon a 260-day work year, within (30) thirty days of the Business Administrator's last day of employment.

B. Payment to Estate:

If the Business Administrator dies before his Employment Contract year is completed, payment for any accumulated unused vacation days due to the Business Administrator shall be made to his estate in accordance with law.

7. **EVALUATION**

The Superintendent shall evaluate the performance of the Business Administrator in accordance with law.

8. **RENEWAL/EXTENSION OF CONTRACT OF EMPLOYMENT**

Any notice of renewal or extension of this Contract of Employment shall be agreed by and between the Board and the Business Administrator on terms and conditions as agreed by the parties and upon the prior approval of the Executive County Superintendent of Schools.

9. **TERMINATION OF CONTRACT OF EMPLOYMENT**

This Contract of Employment may be terminated by:

- A. Mutual agreement of the parties;
- B. Unilateral termination by the Business Administrator upon sixty (60) days written notice to the Board. The Board may agree to a lesser period of time if so requested by the Business Administrator;
- C. Unilateral termination by the Board upon sixty (60) days written notice to the Business Administrator;
- D. Actions consistent with law; or
- E. In the event that the Business Administrator's certificate is revoked, this Contract shall become null and void as of the date of revocation.

10. **COMPLETE AGREEMENT**

This Contract of Employment embodies the entire agreement between the parties hereto and cannot be varied except by written agreement of the undersigned parties and the prior approval of the Executive County Superintendent.

11. **CONFLICTS**

In the event of any conflict between the terms, conditions and provisions of the Board's policies, or any permissive state or federal law, then, unless otherwise prohibited by law, the terms of this Contract of Employment shall take precedence over the contrary provisions of the Board's policies or any such permissive law during the term of the contract.

12. **SAVINGS CLAUSE**

If during the term of this Contract of Employment, it is found that a specific clause of the Contract of Employment is contrary to federal or state law, the remainder of the Contract of Employment not affected by such a ruling shall remain in force.

**WHEREAS**, the Business Administrator approves the terms and conditions of this Contract of Employment, and agrees to be bound by same;

**WHEREAS**, this Contract of Employment has been approved by a vote of the Members of the Board of Education at its meeting of **September 24, 2019**, said action having been made a part of the official minutes of that meeting.

**IN WITNESS WHEREOF**, the parties set their hands and seals to this Contract of Employment effective on the day and year first above written.

\_\_\_\_\_  
Witness:

\_\_\_\_\_  
Business Administrator/Board Secretary

\_\_\_\_\_  
Witness:

\_\_\_\_\_  
Manasquan Board of Education  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date