

SEPTEMBER 21, 2021

ELEMENTARY SCHOOL PERSONNEL

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

2021-2022 Staffing

Recommend approval to *rescind* the appointment of the following elementary school paraprofessional staff for the **2021-2022SY** (previously approved on May 11, 2021). Employee was previously hired as a teacher and approved on August 17, 2021:

Employee Name	Position Code	Position Description	STEP	Hours per Day	Hourly Rate	Longevity
Pichetto, Nicole	9101-MES-SPEC-04	Paraprofessional (Instructional)	4	4	\$ 23.74	\$ 0.00

Recommend approval of the **appointment** of **Tracey Murray** as an **Instructional Paraprofessional (9101-MES-SPEC-07)** for the 2021-2022 school year at Step , \$23.74 for 4 hours per day.

Recommend approval of the **appointment** of **Shannon Beachem** as an **Instructional Paraprofessional (9101-MES-SPEC-04)** for the 2021-2022 school year at Step 1, \$22.69 for 5 hours per day.

Recommend approval of the appointment of **Patrick Devine**, as **Elementary School Teacher of Language Arts(1100-MES-ENGL-04)** (leave replacement substitute for Employee ID# 4160) from on or about September 1, 2021 through on or about January 14, 2022 at Step 1-2 MA, \$58,310.00, pro-rated.

Recommend approval of the transfer of **Nancy Knitter** from the position of **High School Teacher of English Language Learners (2000-MHS-ELLP-01)** to **Elementary School Teacher of English Language Learners (1001-MES-ELLP-01)**, effective September 20, 2021.

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 2021-2022 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
Sandra Collins	Child Care Teacher	\$18.50 per hour
Mary Beth McCarthy	Child Care Teacher	\$18.50 per hour
Patricia Triggiano	Child Care Teacher	\$18.50 per hour

Mentor

Recommend approval of the following stipends and mentor assignments for the 2021-2022 school year. Stipend amounts will be payroll deductions from mentees in order to pay mentors. All mentors will be paid in the June 2022 payroll, pro-rated, if necessary and as noted below.

Provisional Teacher	Certificate Type	Mentor	Mentoring Period	Stipend
Patrick Devine	CEAS	Andrea Trischitta	18 weeks	\$330.00

Additional Compensation**Elementary School Extra Classes**

Recommend approval of the appointment of the following teachers to teach an additional class during the 2021-2022 school year, compensation per collective bargaining agreement:

Teacher	Subject Area	Term	Compensation
Eric Clark	Music	Full Year	\$7,500.00
Andrea Trischitta	English/Language Arts	Full Year	\$7,500.00
Christin Walsh	Teacher Coaching	Full Year	\$7,500.00

Summer Staffing 2021

Recommend approval of the following *revised* Summer and ESY program appointments (previously approved June 15, 2021):

Position	Employee	Compensation	Time Period
ELL SUMMER PROGRAM TEACHER *	NANCY KNITTER	\$50 per hour	6 days, 3 hours per day
ELL SUMMER PROGRAM TEACHER *	CHRISTINE RICE	\$50 per hour	6 days, 3 hours per day

* *Grant Funded by the CRRSA– Learning Acceleration Subgrant*

Athletics/Addendum “C” Advisors

Recommend approval of the following Addendum “C” 2021-2022 SY club advisor appointments:

Position Code	Position Description	Employee	Step	Stipend	Longevity
9935-MES-EXAC-01	National Junior Honor Society Advisor	Saake, Heather	A	\$ 1,123.00	N/A

Recommend approval of the **resignation** of **Andrea Trischitta** as an Addendum “C” 2021-2022 SY **Environmental Club Advisor**, effective September 17, 2021.

Recommend approval of the **resignation** of **Andrea Trischitta** as an Addendum “C” 2021-2022 SY **Newspaper Advisor**, effective September 17, 2021.

Recommend approval of the **resignation** of **Andrea Trischitta** as an Addendum “C” 2021-2022 SY **National Junior Honor Society Advisor** for the 2021-2022 school year.

Recommend approval for the following non-paid **volunteer coach** for the 2021-2022 school year school:
Heather Saake – Field Hockey

Leave of Absence

Recommend approval of the *revised* request for Employee ID# 4160 to take a leave of absence on or about September 1, 2021 through on or about January 17, 2022 with an expected return date of on or about January 18, 2022 as follows:

- Paid Sick Leave 9/1/2021 - 10/8/2021 (25 sick days)
- Unpaid FMLA/NJFLA Child Bonding Leave 10/9/2021 - 1/14/2022 (60 work days)

(Previously approved July 20, 2021)

Recommend approval of the *revised* request for Employee ID# 4659 to take a leave of absence on or about September 1, 2021 through on or about January 12, 2022 with an expected return date of on or about January 13, 2022 as follows:

- Paid Sick Leave 9/1/2021 - 10/6/2021 (23 sick days)
- Unpaid FMLA/NJFLA Child Bonding Leave 10/7/2021 - 1/12/2022 (60 work days)

(Previously approved June 15, 2021)

Recommend approval of Employee ID #4326 to take a medical leave of absence from September 1, 2021 through on or about October 24, 2021 with an expected return date of on or about October 25, 2021 as follows:

- Paid Sick Leave 9/1/2021 – 10/15/2021 (30 sick days)
- Unpaid FMLA Medical Leave of Absence from 10/16/2021 through on/about 10/24/2021 (est. 5 work days)

Recommend approval of Employee ID# 4522 to take an unpaid FMLA/NJFLA leave of absence to provide care for the serious health condition of a family member from September 17, 2021 to December 15, 2021 with an anticipated return date of December 16, 2021 (60 work days).

Interns/Student Teachers

Recommend approval of Georgian Court University student, Kelly Jackwicz, to complete 15 observation hours in the special education classrooms during the 2021-2022 school year.

Miscellaneous Personnel

Be it resolved that the Manasquan Board of Education hereby withholds the salary and adjustment increment of Employee #4522, beginning in the 2022-2023 school year.

SEPTEMBER 21, 2021

HIGH SCHOOL PERSONNEL

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

2021-2022 Staffing

Recommend approval of the **appointment** of **Lisa Frye** as a **High School/Elementary School Instructional Paraprofessional (9101-MHS-SPEC-05)** for the 2021-2022 school year at Step 4, \$23.74 for 7 hours per day, effective September 9, 2021.

Recommend approval of the **appointment** of **Tara Michko** as **High School Teacher of Art (2000-MHS-ARTF-02)** (leave replacement substitute for Employee ID# 4588) from September 1, 2021 through January 31, 2022 at Step 5 BA, \$58,310.00, pro-rated.

Recommend approval of the employment contract of **Suzanne Olimpio** as Interim Director of Special Services (0524-BOE-CSTM-01) for the 2021-2022 school year, as per **Document R-1**.

Recommend approval of the transfer of **William Bertscha** from the position of **Elementary School Special Education Paraprofessional (9101-MHS-SPEC-05)** to **High School Instructional Paraprofessional (ABA Program (9101-MHS-SPEC-04))**, effective September 1, 2021.

Recommend approval of the appointment of **Daniel Brennan**, as a High School Teacher of Biology, long-term substitute for Employee ID# 4850, beginning on or about September 1, 2021 through on or about December 2, 2021 at \$110.00 per diem for the first 20 working days and \$120.00 per diem thereafter.

Substitutes:

Recommend approval of the following substitutes for the **2021-2022** school year:

Teacher

Sabatini, Elisabeth	
Loffredo, Matina	

Nurse

Contella, Filomena	
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Substitute Athletic Trainer

Recommend approval of the appointment of **Richard Trainor** as a Substitute Athletic Trainer at a rate of \$30.00 per hour for the 2021-2022 school year.

DOCUMENT R

Recommend approval of the following *revised* high school paraprofessional staff appointment for the **2021-2022SY** (previously approved on May 11, 2021):

Employee Name	Position Code	Position Description	STEP	Hours per Day	Hourly Rate	Longevity
Sterner, Autumn *	9101-MHS-SPEC-02	Paraprofessional (Instructional)	3	7	\$23.34	\$ 0.00

***Paid by Spring Lake Height School District**

Recommend approval of the following appointments for shared service stipend positions with Avon School District for the 2021-2022 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 Supervisor	\$6,000.00

Summer Staffing 2021

Recommend approval of the following *revised* Summer and ESY program appointments (previously approved June 15, 2021, Document P-1):

Position	Employee	Compensation	Time Period
9TH GRADE TRANSITION TEACHER	BRIANNA BADAMI	\$50 per hour	51 Total Hours

2021-2022 Pay Rates

Recommend approval of the following pay rates for school sponsored events *for school personnel* for the 2021-2022 school year:

Ticket Sellers - \$70.00 per event

Ticket Takers - \$65.00 per event

Security - \$65.00 per event

Clock Operators - \$60.00

Surf Team Lifeguard - \$35.00 per hour

Public Address Announcer for Varsity Football and Varsity Basketball Games - \$65.00 per event

Recommend approval of the following pay rates *for non-staff* at school sponsored events for the 2021-2022 SY:

Ticket Sellers - \$55.00 per event

Ticket Takers - \$50.00 per event

Security - \$50.00 per event

Clock Operators - \$45.00 per event

Surf Team Lifeguard - \$20.00 per hour

Public Address Announcer for Varsity Games - \$50.00 per event

Additional Compensation

Recommend approval of the *revision* of the following employees to provide carpentry services for the District at the rate of **\$32.00** per hour for up to the total number of hours specified below for the 2021-2022 school year, effective August 18, 2021 (*previously approved on July 20, 2021 and August 17, 2021*):

- Ryan Graf – Up to 375 hours

Recommend approval of the appointment of **Autumn Sterner** as a High School One-to-One Special Education Paraprofessional for Athletics for the 2021-2022 school year (as needed) for Student #6796940236 at a paraprofessional hourly rate of Step 3 - \$23.34 per hour.

Recommend approval of the following employees to be compensated as high school detention proctors for the 2021-2022 school year at a rate of \$31.00 per hour as needed and as assigned by the principal:

- John Driscoll
- Linda Hoeler

High School Extra Classes

Recommend approval of the appointment of the following teachers to teach an additional class during the 2021-2022 school year, compensation per collective bargaining agreement:

Teacher	Subject Area	Term	Compensation
Carol Anderson *	World Language	Full Year	\$7,500.00
Lawrence Chiang *	Science	Full Year	\$7,500.00
Christopher Craig *	Social Studies	Full Year	\$7,500.00
Ryan Critelli *	Social Studies	Full Year	\$7,500.00
Kiernan Dugan *	Special Education	Full Year	\$7,500.00
Dennis Van Pelt *	Social Studies	Full Year	\$7,500.00
Amy Edwards *	Technology Education	Full Year	\$7,500.00
James Freda *	Science	Full Year	\$7,500.00
Ryan Graf *	Construction Technology	Full Year	\$7,500.00
Joann Hall *	Special Education	Full Year	\$7,500.00
David Hallion	Special Education	Full Year	\$7,500.00
Meghan Hillman	English	Full Year	\$7,500.00
Heidi Hodnett	Mathematics	Full Year	\$7,500.00
Brett Lomas	Mathematics	Full Year	\$7,500.00
Marissa Marco	English	Full Year	\$7,500.00
James Mawn	English	Full Year	\$7,500.00
Meredith Morris	Consumer Sciences	Full Year	\$7,500.00
Rosa Russo	World Language	Full Year	\$7,500.00
Zachary Savacool	Psychology	Full Year	\$7,500.00
Alicia Testa	Special Education	Full Year	\$7,500.00
Christina Virok	World Language	Full Year	\$7,500.00

* *Grant Funded by the ARP-ESSER III*

DOCUMENT R

Recommend approval of the following teachers to teach an additional class during the 2021-2022 school year:

Teacher	Subject Area	Term	Compensation
Brianna Badami	Study Skills	9/20/21 – 12/15/21 (59/184 days = 32.07% pro-rated)	\$2,405.25
Allyson Griffith	ESL Beginning	9/20/21 – 12/15/21 (59/184 days = 32.07% pro-rated)	\$2,405.25
Pamela Puryear	ESL Advanced	9/20/21 – 12/15/21 (59/184 days = 32.07% pro-rated)	\$2,405.25

Leave of Absence

Recommend approval of Employee ID #4599 to take a leave of absence from on or about November 1, 2021 through on or about March 13, 2022 with an expected return date of on or about March 14, 2022 as follows:

- Paid Sick Leave 11/1/2021 – 12/1/2021 (25 sick days)
- Unpaid FMLA/NJFLA Child Bonding Leave of Absence from 12/2/2021 through 3/13/2022 (60 work days)

Athletics/Addendum “C” Advisors

Recommend approval to *rescind* the following Addendum “C” **2021-2022 SY** coaching staff appointments, previously approved on June 15, 2021:

Position Code	Position Description	Employee	Step	Stipend	Longevity
9745-MHS-ATHL-02	Surf Assistant Coach	Dahrouge, Michael	C	\$ 1,632.00	N/A

Recommend approval of the following Addendum “C” **2021-2022 SY** coaching staff appointments:

Position Code	Position Description	Employee	Step	Stipend	Longevity
9745-MHS-ATHL-01	Surf Varsity Coach - Boys	Dahrouge, Michael	C	\$ 4,590.00	N/A
9815-MHS-ATHL-01	Winter Varsity Track Coach - Boys	Petriella, Adam	B	\$6,026.00	N/A
9800-MHS-ATHL-01	Varsity Ice Hockey Coach	Richard Irace	B	\$5,006.00	N/A

Interns/Student Teachers

Recommend approval of Jessica De Domenico, student at Rowan University, to complete an internship under the supervision of Kevin Hyland, district athletic trainer, during the 2021-2022 school year.

DOCUMENT R-1

AGREEMENT

THIS AGREEMENT, made and entered into this **21st day of September 2021** between **SUZANNE OLIMPIO**, whose address is _____ (hereinafter “the Interim Director”)

and

The MANASQUAN BOARD OF EDUCATION, with offices located at 169 Broad Street, Manasquan, New Jersey 08736 (hereinafter referred to as “Board” or “District”).

WITNESSETH

WHEREAS, the Board desires to contract with the Interim Director to serve as Interim Director of Special Services, and

WHEREAS, the Interim Director desires to contract with the Board to serve as Interim Director of Special Services

NOW, THEREFORE, the Interim Director and the Board for the mutual promises and consideration herein specified manually covenant and agree as follows:

1. **INTENT**

The Board does hereby engage the professional services of the Interim Director to serve as Interim Director of Special Services for the Board. It is the intent of the Board to utilize said Interim Director’s services to meet the needs of the District only until such time that the District contracts with a permanent Director.

2. **TERM**

The Board does hereby engage the services of the Interim Director and agrees to provide services as Interim Director of Special Services for the period commencing **September 13, 2021** and ending **June 30, 2022**. Earlier termination may be effectuated by either party upon thirty (30) calendar day’s written notice. In addition, the contract may be terminated at any time by mutual consent of both parties of the contract. Furthermore, services provided under this Agreement may also be terminated by the Board without the aforesaid notice for inefficiency, incapacity, unbecoming conduct or other just cause.

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3. CERTIFICATION

The Interim Director warrants that she possesses the School Administrator certificate issued by the New Jersey State Board of Examiners and that said certification is now and shall remain in full force and effect throughout the term of this Agreement.

4. DUTIES

The Interim Director shall serve as the temporary administrator for Special Education Services of the District and for the Board of Education, and shall be vested with such duties and responsibilities as are specified all applicable laws and regulations, and in accordance with all Board policies, administrative regulations, and job descriptions pertaining to the functions, responsibilities, power, and authority of a permanent Director of Special Services. The Interim Director shall provide the Board with telephone numbers and email addresses for the purpose of non-office hour contact. The Interim Director shall not conduct any external business while on site at the District.

5. COMPENSATION

The Board shall pay the Interim Director a monthly amount of **\$10,505.00 (ten thousand five hundred and five dollars)** for the above services, pro-rated for the term of employment, inclusive of attendance at Board and/or committee meetings. In the event this agreement is terminated prior to its expiration, the Board shall only be responsible to for any monthly amount pro-rated for the number of days worked.

The parties acknowledge that the Interim Director will be treated as an employee solely for the purposes of payroll withholding requirements. Payments will therefore be made through District payroll in accordance with the policies of the Board governing payment of employees, with appropriate deductions for taxes, FICA, and similar deductions, excluding pension. While the Interim Director shall be deemed to be an employee for income tax and indemnification purposes, for all other purposes she shall be considered an independent consultant, and as such shall receive no other compensation, except as indicated elsewhere in this document.

The Board shall, in accordance with Board policy, reimburse for any out-of-pocket expenses that are undertaken as an integral part of the duties and responsibilities of the Interim Director and/or undertaken at the Board's request and which are approved by the Board.

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6. LEAVE DAYS

A. Sick Leave

The Interim Director shall receive ten (10) sick days per year, pro-rated. Unused sick leave days shall be cumulative in accordance with the provisions of Title 18A.

B. Vacation Leave

The Interim Director shall not be entitled to vacation days.

C. Holidays

The Interim Director shall be entitled to the holidays granted to teaching staff in the District.

D. Personal Business Days

The Interim Director shall be entitled to 3 (three) paid personal business days per year, pro-rated.

7. HEALTH BENEFITS

The Interim Director shall be considered an independent contractor and is not an employee of the Board. Her relationship with the Board is considered strictly temporary unless this Agreement is modified by Board resolution. Therefore, is not entitled to receive any benefits or emoluments, other than the Interim Director's monthly payment during the term of this Agreement and any other leave benefits set forth above.

Anything contained herein to the contrary notwithstanding, the Interim Director hereby agrees to waive any and all claims to unused sick or vacation leave payment upon termination of this agreement, life and medical insurance coverage, and pension contributions in the event that it is determined by a court or agency of competent jurisdiction that the Interim Director's services hereunder do not qualify her as an independent contractor. Nothing in this Agreement is intended to violate the Internal Revenue code and the associated employee tax regulations under Section 3121.

8. PROFESSIONAL MEETINGS

The Interim Director may attend required or necessary meetings, workshops, and conferences to properly represent the Board/District and the Board will pay the cost and expense of attendance except for the Board of Education meetings and Committee meetings referenced in paragraph three supra which the Board may require at no additional expense. These activities can take place in Monmouth County or at various other locations such throughout New Jersey. Any multi-day events requiring overnight accommodations will require prior approval of the Board.

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9. TRAINING

The Board shall not provide any general or specific training or funds for such training, to meet any new certification requirements that may be enacted by the New Jersey legislature or promulgated by the New Jersey Department of Education.

10. EVALUATION

The District is not required by New Jersey Statute or Administrative Code to evaluate the Interim Director and shall not be required to do so for the duration of this contract.

11. EQUIPMENT, TOOLS, AND TECHNOLOGY

The Board shall provide any and all equipment, tools and technology needed to facilitate the delivery of service to the District. However, the Interim Director may utilize and have access to any equipment, tools and technology that may already exist and be available in the District.

12. INDEMNIFICATION

The Board agrees to defend, hold harmless and indemnify in accordance with N.J.S.A. 18A:16-6 and N.J.S.A. 18A:16-6.1 from any and all demands, claims, suits, actions, and legal proceedings of any kind brought against arising out of providing administrative services as the Interim Director of Special Services. The Board agrees to cover the Interim Director, under the Board's liability insurance and the Interim Director agrees to cooperate fully and to assist the Board with its defense of any actions against the Interim Director and/or the Board.

13. MISCELLANEOUS

This Agreement incorporates the parties' entire agreement and complete understanding concerning the terms and conditions of retention by the Board. This Agreement may not be modified or amended in whole or in part except by agreement of both parties and by Board ratification. This Agreement shall be constructed in accordance with the provisions of the laws of New Jersey.

14. LEGAL COUNSEL

The Interim Director acknowledges that she has been informed of her right to be represented by legal counsel regarding the negotiation, development and approval of this contract and that the Board's legal counsel does not represent the Interim Director in this

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matter. However, the Interim Director shall have the right to contact the Board attorney with prior approval of the Superintendent of Schools for legal assistance on all other matters as the need arises in carrying out her duties.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals, or caused this Agreement to be signed by their proper officers, the day and year first written above.

Suzanne Olimpio
Interim Director of Special Services

Date

Witness:

Eugene Cattani, Jr.
President, Manasquan Board of Education

Date

Witness: