

November 15, 2016

**ELEMENTARY SCHOOL PERSONNEL**

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

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**Leave of Absence**

**Recommend** approval of the request for TCH.ES.ELEM.03.20 (4493) to take a paid medical leave of absence beginning on April 27, 2017 through September 5, 2017, an unpaid Family Medical Leave of Absence beginning on or about September 6, 2017 through December 4, 2017, and an unpaid Child Care leave of absence beginning on or about December 5, 2017 through June 30, 2018, with an expected return date on the first day of the 2018-2019 school year. (*pending placements on the annual school year re-hire list*)

**Additional Compensation**

**Recommend** approval of **Kelly Balon, BCBA**, to provide after school/parent training for student #24937 for 10 hours at \$90.00 per hour, not to exceed **\$900.00**, for the period of November 2016 through January 2017.

**Athletics/Addendum "C" Advisors**

**Recommend** approval of the following Addendum "C" **2016-2017 SY** coaching staff:

Sport	Coach	Stipend
Cheerleading, Winter	Jaimee McMullen	<b>\$1,200.00 (<i>revised</i>)</b>

November 15, 2016

**HIGH SCHOOL PERSONNEL**

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

**2016-2017 Staffing**

**Recommend** approval of the appointment of **Kevin Richey, CUS.HS.CUST.NA.12**, as **Custodian of Grounds at Step 1-3, \$36,354.00**, pro-rated, effective start date on or about November 18, 2016. (*pending criminal history approval*)

**Leave of Absence Appointment**

**Recommend** the approval of the appointment of **Gabrielle Galizio, TLR.HS.LTRT.FL.01**, as an **English Teacher (long term replacement)** on or about January 30, 2017 through June 30, 2017 at **Step 1BA 48,345.00** pro-rated. (*pending criminal history approval*)

**Leave of Absence**

**Recommend** approval of the request for TCH.HS.WLAN.FL.07 (4065) to take a paid medical leave of absence beginning on January 24, 2017 through March 27, 2017, an unpaid Family Medical Leave of Absence beginning on or about March 28, 2017 through June 30, 2017, an unpaid Child Care leave of absence beginning on or about September 1, 2017 through on or about January 27, 2018 with an expected return date on the first day of the Spring 2018 semester. (*pending placement on the 17/18 school year re-hire list*)

**Recommend** approval of the following substitutes for the 2016-2017 SY, pending documentation as applicable:

**Teacher**

Galizio, Gabrielle		Giallanzo, Richard	
Bedell, Karyn			

**Paraprofessional**

Bedell, Karyn		Giallanzo, Richard	
Trainor, Sheri			

**Secretary**

Trainor, Sheri			
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**Custodian**

Wilkowski, Richard			
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November 15, 2016

**Additional Compensation**

**Recommend** approval of **Kristen Buss** to provide additional services for student #2233 two (2) sessions per week, 30 minutes each session, at **\$22.20 per session** (\$57.00 pro-rated), effective November 17, 2016 through the completion of the Fall semester.

**Athletics/Addendum "C" Advisors**

**Recommend** approval of the following Addendum "C" **2016-2017 SY** coaching staff, pending criminal history as applicable:

<b>Sport</b>	<b>Coach</b>	<b>Stipend</b>
Varsity Softball Coach	Anthony Vodola	\$7,775.00
Boys Winter Track Coach	Joseph Strbo	\$3,900.00
Assistant Wrestling Coach	Stephen Schiavo	\$2,400.00

**Recommend** approval of the following Addendum "C" **2016-2017 SY** club advisors:

	<b>Employee</b>	<b>Stipend</b>
Pep Band	Eric Clark	\$904.00

**Recommend** approval of the following non-paid Assistant Volunteer Coaches, pending criminal history as applicable:

<b>Sport</b>	<b>Volunteer Coach</b>
Wrestling	Sean Cunningham
Wrestling	Jason Snyder
Ice Hockey	Brendan Donald

**Recommend** approval of the resignation of **Jenny Rostron** as **Assistant Softball Coach** for the 2016-2017 school year.

**Recommend** approval of the resignation of **Sean Cunningham** as **Assistant Wrestling Coach** for the 2016-2017 school year.

SIDEBAR AGREEMENT  
 TO COLLECTIVE NEGOTIATIONS AGREEMENT  
 BETWEEN THE  
 MANASQUAN PUBLIC SCHOOL BOARD OF EDUCATION  
 &  
MANASQUAN EDUCATION ASSOCIATION

Effective upon the signatures of both parties hereto, it is agreed as follows:

I. Article 23, Paragraph E is hereby revised to reflect as follows:

SICK LEAVE BANK PROGRAM (Non-work Related)

The Parties have met and agreed to establish and implement a Sick Leave Bank Program, the purpose shall be to enable members who are entitled to sick leave under N.J.S.A. 18A:30-10 and faced with a catastrophic health condition or injury, to draw needed days of sick leave, donated from other employees, in addition to any days to which they are otherwise entitled; in furtherance of its authority, the Parties establish the following guidelines for the Sick Leave Bank Program ("Bank"):

1. The distribution of the voluntarily donated sick days shall be closely regulated and granted only after approval by the Manasquan Education Association Sick Leave Bank Committee (MEA SLBC) that will be comprised of six MEA members, three chosen by the Board of Education and three chose by the Executive Council of the MEA. The committee members shall sign an agreement of confidentiality, recuse themselves from voting if that committee member or family member of the committee member is requesting days from the Sick Leave Bank, be reappointed each year by either the Board of Education or the Executive Council of the MEA and conduct a year-end review of the program and recommend necessary changes.
2. Only an employee who has exhausted or will exhaust his/her accumulated sick and vacation leave as a result of a prolonged absence caused by a catastrophic illness or injury will be given consideration for use of the Bank days. As part of its review, the MEA SLBC shall take into account the frequency of intermittent use of sick days over the course of employment by the employee in question. All determinations made by the committee regarding eligibility to use Sick Leave Bank Days and/or the amount of days an employee is permitted to withdraw from the Sick Leave Bank shall not be subject to the grievance procedure.
3. The MEA Sick Leave Bank can be used for extending leave only for employees who have donated days. Use of banked days must be for the employee's own personal illness. All employee contributions shall be voluntary. The donation of sick days by employees shall be made on a form developed by the MEA SLBC and distributed to employees at the following times:

For the 2016-2017 school year, only, members must enroll as soon as possible after ratification of the Sidebar Agreement, but no later than December 15, 2016. *Employees who have donated a minimum of one (1) day during the 2016-2017 school year will be considered members of the MEA Sick Bank.*

Following the first year of the MEA Sick Leave Bank, any new members must enroll by September 15<sup>th</sup>.

An employee with accumulated sick days may donate to the sick-leave bank (as such, members are not eligible for participation until their second year of employment in the district). Sick days from the annual allotment of twelve (12) days for twelve-month employees or ten (10) days for ten month employees may not be donated. The contributed sick days will be deducted from the employee's accumulated sick leave totals, and shall not be refunded if unused by the end of the school year, instead remaining in the Bank until used.

4. Members may donate any number of their sick days to the Sick Leave Bank program for the school year. Once contributed, the sick days shall not be returned to the member. If a member decides to no longer participate in the Sick Leave Bank, the member shall not be entitled to reimbursement of the sick days he/she previously contributed to the Sick Leave Bank.
5. If at any time the number of available sick days in the Sick Leave Bank falls below fifty (50) days, all current members of the Sick Leave Bank program will be asked to contribute a minimum of one (1) day. This additional enrollment period shall last no more than ten (10) working days. Sick Leave Bank members who chose not to donate at that time must contribute a minimum of one (1) day in September of the following school year to continue membership of the Sick Leave Bank. Members who are on extended leaves of absence or sabbaticals will neither be required to contribute to nor be allowed to draw on the Sick Leave Bank.
6. Any member of the Sick Leave Bank program who has a catastrophic health condition or injury may apply for sick leave days from the Bank. A member will initiate a request for an application to use the Sick Leave Bank through the President of the Association. The identity of the member making the request will NOT be shared outside of the committee. At that time, any documentation to support the request will be provided. Once the application has been completed, the MEA SLBC will be called to meet to discuss the specific request. An approval of four (4) members needs to be received for the request to be approved.
7. Each request for the use of Banked days shall be limited to a maximum of three months worth of days. Nothing shall prohibit an employee from making requests for additional days, if necessary.

8. The Committee will act on the request no later than seven (7) school days following receipt of the request.
  9. The Committee shall receive a regular update on the status of the banked days from the District's Human Resources Department, not less than twice per year (once by September 30th and again by June 15th).
  10. Any member obtaining approval to receive sick days will be required to donate at least one (1) sick day to the program upon his/her return to work when sick days are again accrued. In the event the member returns to work, all unused sick days provided by the Sick Leave Bank shall be donated back to the Sick Leave Bank.
- II. This sidebar agreement shall be attached to the contract and shall be incorporated into any successor collective negotiations agreement.
  - III. The parties executing this side bar agreement have been duly authorized by their respective memberships.

ACCEPTED AND AGREED:

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Manasquan Board of Education  
By: Thomas Pellegrino, President

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Manasquan Education Association  
By: Ryan Basaman, Co-President

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Manasquan Education Association  
By: Kirt Wahl, Co-President

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Dated:

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Dated: